



**UMATILLA COUNTY  
SPECIAL LIBRARY  
DISTRICT**

Strengthening our community libraries

PO Box 1689  
425 South Main Street  
Pendleton, OR 97801

Phone (541) 276-6449

**Umatilla Special Library District Board**

**Regular Meeting of the Board of Directors  
Thursday, November 17, 2022, 5:30 pm**

425 South Main Street, Pendleton, OR 97801 and  
Zoom Link:

<https://us02web.zoom.us/j/86441367469?pwd=EMOlpVauPc9GVYbQ847md2ZniPt2EO.1>

Meeting ID: 864 4136 7469

Passcode: 329285

Audio Only: +19712471195,,86441367469#,,,,\*329285# US (Portland)

Agenda	
Call to order- Regular Meeting	President
Call the Roll & Establish Quorum	Secretary to the Board
Approval of the Agenda	President

Topic	Lead	Purpose Outcome
Public Comment - Limited to Two Minutes Per Person  Limited to 30 Minutes Total	President	Please sign up
Anyone may come forward at this time. Comment on any topic not on the Agenda. Public comment will be invited on Agenda items at time of consideration. Only those who sign up will be heard at that time. Only Board directed general discussion permitted		
Minutes - Board Meeting - October 27, 2022	President	Approval
Calendar Update	Director	No changes
Correspondence	Director	
Reports	Director	
<ul style="list-style-type: none"> <li>• Financial Statements               <ul style="list-style-type: none"> <li>○ Accountants' Report - October 2022</li> <li>○ Banks &amp; Pool Balances</li> </ul> </li> </ul>	Director	Unable to receive the financials until after the Board Meeting because of earlier meeting date.

Topic	Lead	Purpose Outcome
<ul style="list-style-type: none"> <li>Staff Monthly Reports</li> </ul>	Director	Information
Board Training <ul style="list-style-type: none"> <li>Boardroom Dancing - What did you learn?</li> </ul>	Board	Information
Old Business <ul style="list-style-type: none"> <li>Hiring Committee and Process Update - Recommendation to Hire - Executive Session</li> </ul> <p>(a) To consider the employment of an officer, employee, staff member or agent if: (i) the job has been publicly advertised, (ii) regularized procedures for hiring have been adopted, and (iii) in relation to employment of a public officer, there has been an opportunity for public comment. For hiring a chief executive officer, the standards, criteria and policy to be used must be adopted in an open meeting in which the public had an opportunity to comment. This reason for executive session may <i>not</i> be used to fill vacancies in an elective office or on any public committee, commission or other advisory group, or to consider general employment policies. ORS 192.660(2)(a) and 192.660(7).</p>	Hiring Committee	To consider the employment of a District Director
New Business <ul style="list-style-type: none"> <li>Hiring Committee Recommendation for District Director Position</li> </ul>	Board	Decision
<ul style="list-style-type: none"> <li>Acceptance of FY21-22 State Library Statistical Reports</li> </ul>	Board	Decision
<ul style="list-style-type: none"> <li>Acceptance of FY 2021-22 ALSP/Strategic Plan Reviews</li> </ul>	Board	Decision
<ul style="list-style-type: none"> <li>2022-2023-02: Use of Zip Code Population for Community Service Fees formula</li> </ul>	Board	Resolution concerning the use of zip code population numbers for the Community Service Fees disbursement
<ul style="list-style-type: none"> <li>2022-2023-03: Authorization for Electronic Payment</li> </ul>	Board	Resolution concerning the use of electronic payment
<ul style="list-style-type: none"> <li>Governing Documents and Policy Review - EDI &amp; A and Updates               <ul style="list-style-type: none"> <li>Oregon Ethics Law Policy</li> <li>Personnel Policy</li> </ul> </li> </ul>	Board	Review & Approval Each month a new set of governing documents and policies will be reviewed with an equity, diversity, inclusion

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<ul style="list-style-type: none"> <li>○ Prevention of Workplace Discrimination, Harassment, and Retaliation Policy</li> <li>○ Public Meeting Policy</li> <li>○ Public Records Management Policy</li> </ul>		and anti-racism lens, as well as updating policies as needed.
<ul style="list-style-type: none"> <li>● Executive Session - District Director Exit Interview</li> </ul> <p>(i) To review and evaluate the performance of an officer, employee or staff member if the person does not request an open meeting. This reason for execution session may <i>not</i> be used to do a general evaluation of an agency goal, objective or operation or any directive to personnel concerning those subjects. ORS 192.660(2)(i) and 192.660(8).</p>	Board	Review and evaluate the performance of the District Director
Good of the order	Everyone	
Next District Board Meeting - December 15, 2022		Information
Adjourn	President	Motion

Sign language interpretation will be provided for the public if requested 48 hours before the meeting; notice 72 hours before the meeting is preferred. Requests may be made to Erin McCusker at 541-276-6449.