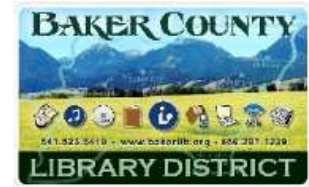


# Regular Meeting Agenda

## Baker County Library District

### Board of Directors

Kyra Rohner, President



**Tuesday, July 14, 2026, 5:00 pm**

**Riverside Meeting Room, Baker County Public Library**

2400 Resort St, Baker City, Oregon

Remote access provided [via Zoom](#)

Phone: +1 669 900 9128

**Meeting ID:** 861 4429 3530

**Passcode:** 190067

- I. Call to Order
- II. Roll Call
- III. Consent Agenda (**ACTION**)
  - *Additions/deletions from agenda*
  - *Minutes of previous meeting*
- IV. Conflicts or Potential Conflicts of Interest
- V. Open Forum for General Public, Comments & Communications
- VI. Old Business
  - *None*
- VII. New Business
  - a. *Election of Board Officers* (**ACTION**)
  - b. *New Fiscal Year Business*
    - i. *Establishing Regular Meeting Time* (**ACTION**)
    - ii. *Appointing Agents of Record* (**ACTION**)
    - iii. *Authorizing auto-pay for select vendors 2026-27* (**ACTION**)
  - c. *Local Option Levy Renewal precinct details report*
- VIII. Reports
  - a. *Library Director*
  - b. *Finance Report*
- IX. Next Meeting
- X. Adjournment

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The times of all agenda items except open forum are approximate and are subject to change.

The Board of Directors generally meets on the **second Tuesday of each month from 5:00 to 6:00 p.m.** in the **Riverside Meeting Room at 2400 Resort Street, Baker City, Oregon**. Sign-language interpretation is available upon request with at least 48 hours' notice.

# Library Board Meeting – Annotated Agenda

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Tuesday, Jul 14, 2026, 5:00 pm

Notes prepared by Library Director Perry Stokes

## Annotated Agenda

- |              |                                                          |        |
|--------------|----------------------------------------------------------|--------|
| I.           | CALL TO ORDER                                            | Rohner |
| II.          | Roll Call                                                | Rohner |
| III.         | Consent agenda ( <b>ACTION</b> )                         | Rohner |
|              | a. Additions/deletions from the agenda                   |        |
|              | b. Minutes of previous meeting(s)                        |        |
| Attachments: |                                                          |        |
|              | • III.b.i. Board meeting minutes, Jun 9, 2026            |        |
| IV.          | Conflicts or potential conflicts of interest             | Rohner |
| V.           | Open forum for general public, comments & communications | Rohner |
| VI.          | OLD BUSINESS                                             |        |
|              | a. None                                                  |        |
| VII.         | NEW BUSINESS                                             |        |
|              | a. Election of officers ( <b>ACTION</b> )                | Rohner |

Pursuant to Board practice, the Board elects its officers for the 2026–2027 fiscal year. Officers include the positions of **President** and **Vice President**. During the previous fiscal year, Kyra Rohner served as President and Beth Bigelow served as Vice President.

### Suggested Motion:

*I move to elect \_\_\_\_\_ as President and \_\_\_\_\_ as Vice President of the Baker County Library District Board of Directors for Fiscal Year 2026–2027.*

- |    |                                                                                     |                     |
|----|-------------------------------------------------------------------------------------|---------------------|
| b. | New Fiscal Year Business                                                            | Newly-elected Pres. |
|    | i. Resolution No. 2026-27.01 -- Establishing regular meeting time ( <b>ACTION</b> ) |                     |

Attachments:

- VII.b.i. Resolution No. 2026-27.01

Oregon law requires the Board to annually establish the time and place of its regular meetings. The attached resolution continues the Board's regular meeting schedule on the **second Tuesday of each month at 5:00 p.m.** in the Riverside Meeting Room at Baker County Public Library. An annual meeting calendar is incorporated into the resolution as **Exhibit A**.

The resolution also establishes three exceptions to the regular schedule. In September 2026, December 2026, and June 2027, the meeting would be moved to the **third Tuesday** because the second Tuesday falls on the 8th day of the month. This adjustment better aligns Board approval of claims with the District's mid-month accounts payable processing schedule.

### Suggested Motion:

*I move to adopt Resolution No. 2026-27.01, establishing the Baker County Library District Board's regular meeting schedule for Fiscal Year 2026–2027.*

- |     |                                                                            |  |
|-----|----------------------------------------------------------------------------|--|
| ii. | Resolution No. 2026-27.02 -- Appointing agents of record ( <b>ACTION</b> ) |  |
|-----|----------------------------------------------------------------------------|--|

Attachments:

- VII.b.ii. Resolution No. 2026-27.02

# Library Board Meeting – Annotated Agenda

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Tuesday, Jul 14, 2026, 5:00 pm

## Notes prepared by Library Director Perry Stokes

The Special Districts Association of Oregon (SDAO) requires member districts to annually designate an insurance agent of record. The proposed resolution appoints **Acrisure / Clarke & Clarke Insurance** of Baker City as the District's insurance agent of record for Fiscal Year 2026–2027. Clarke & Clarke assists the District with property, liability, and employee insurance programs offered through SDAO and has provided responsive local service to the District.

### Suggested Motion:

*I move to adopt **Resolution No. 2026-27.02**, appointing Acrisure / Clarke & Clarke Insurance as the Baker County Library District's Insurance Agent of Record for Fiscal Year 2026–2027.*

### iii. **Resolution No. 2026-27.03 -- Authorizing Online and Automatic Payments for Select Vendors 2026-27 (ACTION)**

#### Attachments:

- VII.b.iii. Resolution No. 2026-27.03

The proposed resolution authorizes electronic and automatic payments to designated vendors for routine operating expenses during Fiscal Year 2026–2027. These payments primarily include utilities, telecommunications, payroll-related obligations, copier leases, and other recurring contractual expenses. The resolution also authorizes designated electronic deposits, such as grant reimbursements and E-Rate payments.

Authorizing automatic payments improves administrative efficiency, reduces processing time and paper check costs, and helps ensure timely payment of recurring obligations. All payments will continue to be reported to the Board through the monthly financial reports.

### Suggested Motion:

*I move to adopt **Resolution No. 2026-27.03**, authorizing online and automatic payments for the designated vendors and electronic deposits during Fiscal Year 2026–2027.*

### c. **Local Option Levy Renewal Precinct Details Report**

#### Attachments:

- VII.c.i. 2026 May Local Option Levy Certification
- VII.c.ii. Countywide Library Support, 2006-2026
- VII.c.iii. BCLD Local Option Levy Support Analysis

The Board will receive a summary report on Baker County Library District local option levy election results from 2006 through 2026, including countywide trends and precinct-level changes in voter support. The analysis shows that countywide support for the Library District has remained consistently strong over the past twenty years, increasing from 58.5% approval in 2006 to 70% approval in the May election. Support peaked in 2016 at 83.1%, declined in 2021, and rebounded to 70.4% in 2026.

The report also reviews how support has changed by precinct since precinct-level data became available in 2011. Key takeaways include continued majority support across all precincts in 2026, notable long-term gains in several rural precincts, and areas where support has softened over time. This information may help inform future public communication, outreach priorities, and long-range planning for continued community support of library services.

## VIII. **REPORTS**

### a. **Director**

Stokes

#### Attachments:

# Library Board Meeting – Annotated Agenda

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Tuesday, Jul 14, 2026, 5:00 pm

Notes prepared by Library Director Perry Stokes

- VIII.a.i. Director's Report

## **b. Finance**

Hawes

*Attachments:*

- VIII.b.i. Not yet available.

Finance report materials will be provided at the meeting.

## **IX. Agenda items for next regular meeting: Aug 11, 2026**

Newly-elected Pres.

- TBD

## **X. ADJOURNMENT**

Newly-elected Pres.