

Baker County Library District

Board of Directors

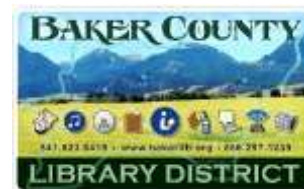
Regular Meeting Agenda

Tuesday, Mar 12, 2024, 12:00 – 1:00 pm

Meeting simulcast via [Zoom](#)

Phone: +1 253 215 8782 US Meeting ID: 860 7254 8647 Passcode: 119399

Kyra Rohner, President



- | | |
|---|--------|
| I. CALL TO ORDER | Rohner |
| II. Consent agenda (ACTION) | Rohner |
| a. Additions/deletions from the agenda | |
| b. Minutes of previous regular meeting | |
| III. Conflicts or potential conflicts of interest | Rohner |
| IV. Open forum for general public, comments & communications | Rohner |
| In the interests of time and to allow as many members of the public an opportunity to speak, the board asks guests to limit remarks to five (5) minutes if speaking on behalf of an individual, or ten (10) minutes if speaking on behalf of a group or organization. | |
| V. OLD BUSINESS | |
| a. None | Stokes |
| VI. NEW BUSINESS | |
| a. Resolution 2023-24.06 on Audit Plan of Action | Hawes |
| b. FY24-25 Budget Committee & Schedule | Stokes |
| c. Revise Form for Review of Library Materials (ACTION) | Stokes |
| VII. REPORTS | |
| a. Director | Stokes |
| b. Finance | Hawes |
| VIII. Agenda items for next regular meeting: Apr 9, 2024 | Rohner |
| IX. ADJOURNMENT | Rohner |

The times of all agenda items except open forum are approximate and are subject to change. Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Topics marked with an asterisk* are scheduled for the current meeting's executive session.

ORS 192.660 (2) (d) Labor Negotiations

ORS 192.660 (2) (h) Legal Rights

ORS 192.660 (2) (e, j) Property

ORS 192.660 (2) (a, b, i) Personnel

Library Board Meeting – Annotated Agenda

Monday, Mar 12, 2024, 12:00 pm

Notes prepared by Library Director Perry Stokes

Annotated Agenda

- I. **CALL TO ORDER** Rohner
- II. **Consent agenda (ACTION)** Rohner
- a. **Additions/deletions from the agenda**
 - b. **Minutes of previous meeting(s)**

Attachments:

- II.b.i. Board meeting minutes, Feb 13 2024

- III. **Conflicts or potential conflicts of interest** Rohner
- IV. **Open forum for general public, comments & communications** Rohner

Mary Lou Eng followed up on her letter of complaint reported last month with a detailed list of images requested to be removed from public display the Historic Photo Archive, and corrections to descriptions of several other photos involving her relatives. I have approved that request and the work is in progress. I expect to have it completed by the end of March. I am also working to establish protocols and forms which can be used in future occasions and avoid any confusion about gifted property, whether intellectual or material.

V. **OLD BUSINESS**

- a. **None**

VI. **NEW BUSINESS**

- a. **Resolution 2023-24.06 on Audit Plan of Action** Hawes

Attachments:

- VI.a.i. Resolution 2023-24.06

This Resolution is for a Plan of Action to address the deficiency noted in the management letter presented to the board at the February 2024 meeting along with the 2022-2023 financial statements. Mr. Gaslin reminded us that this deficiency is not something we can reasonably fix, given the size of our agency and budget. Nevertheless, the State Audit Division requires submission of a planning document to address it, even if it just states we lack the capacity to avoid the deficiency – which this does.

- b. **FY24-25 Budget Committee & Schedule** Stokes

Attachments:

- VI.b.i. Budget Calendar

For schedule planning, the Board Packet includes a calendar of legal publication window dates and meetings. I propose that the Budget Committee meet on Wednesday, May 22 at 6:00 pm. Note: this time is an hour later than we have traditionally met in order to accommodate a preceding event in the library conference room.

In preparation for the April Board Meeting, I will email all Budget Committee appointive members a notification of the meeting date, and request they let me know if they are still

Library Board Meeting – Annotated Agenda

Monday, Mar 12, 2024, 12:00 pm

Notes prepared by Library Director Perry Stokes

willing and available to serve. One member’s term has expired. Please let me know if you have that any new nominees to be considered for that position. We will finalize the committee appointments at the April board meeting.

Appointive Members

	Name	City	Term start (3 years)	Term expiration
1	Aletha Bonebrake	Baker City	5/2022	6/30/2024
2	Linda Collier	Halfway	5/2022	6/30/2024
3	Jacque Cobb	Baker City	5/2023	6/30/2025
4	Joy Leamaster	Baker City	5/2021	6/30/2023
5	Gary Dielman	Baker City	5/2023	6/30/2025

c. R Revise Form for Review of Library Materials (ACTION)

Stokes

Attachments:

- VI.c.i. Request for Review of Library Materials Form

This new form is modeled on the latest recommendation from the Oregon Library Association Intellectual Freedom Committee (OLA IFC). Although primarily a procedural form rather than policy, the eligibility and fee elements are novel policies for the district, so I am requesting board approval.

Significant new elements

- Renamed “Request for Review of Library Materials”. IFC advises that libraries update policies to continue to welcome public feedback on materials but to avoid automatic initiation of costly reconsideration committee processes.
- Eligibility defined up front
- Questions aim to determine merit of request based on constitutional legal standards of [standing](#) (“injury in fact”) and [strict scrutiny](#) (compelling government interest, viewpoint discrimination, Miller Test, reasonableness of remedy).
- Signature statement specifies name will not be kept confidential

VII. REPORTS

a. Director

Stokes

- *To be delivered at meeting*

b. Finance

Hawes

Attachments:

- VII.b.i. Financial Reports
- VII.b.ii. Approved bills list

VII. Next meeting: Apr 9, 2024

Rohner

Library Board Meeting – Annotated Agenda

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Future meeting agenda items

- Financial Management Policy
- FY23-24 Supplemental Budget

VIII. ADJOURNMENT

Rohner