

Langlois Public Library District

Regular Board Meeting Agenda

Wednesday, November 1, 2017 at **6:00pm**

Langlois Public Library; 48234 HWY 101

Langlois, Oregon

Regular Board Meeting

- *Public Sign In
- *Call to Order
- *Agenda Approval
- *Approval of Minutes

Public Input

*The Public may be able to present oral or written testimony to the Board on subject(s) listed on the sign-in sheet. The Chair will set time allotted based upon number of speakers. *"The right of public attendance guaranteed by Oregon Public Meeting Law does not include the right to participate by public testimony or comment."* ORS 192.630(1) Meetings are open to the public except for closed meetings specifically authorized.

Reports

- *Friend's Report
- *Director's Report

Correspondence

Unfinished Business

- *Signing Resolution 2017-18.2 (Board Meeting time change)

New Business

- *Book Sale

Executive Session

- *See supporting documentation at bottom or reverse of this agenda.
- *Public Session resumes after Executive Sessions.

Adjournment

*Next regular Board meeting: Wednesday December 6, 2017 @ **6:00pm** at the Library

Other matters may be discussed as deemed appropriate by the Board. If necessary, an Executive Session may be held in accordance with the following. **Bolded topics are scheduled for the current meeting's executive session.**

ORS 192.600(1)(i) Personnel

The Board of Directors meet on the 1st Wednesday each month at **6:00pm** at the Langlois Library at 48234 HWY 101, Langlois Oregon. *****Note time change.**

Langlois Public Library Board Minutes 11/1/17

- Public Sign In:** Jo Rieber
- Called to order:** 6:06 pm, reconvened @ 6:24 pm
- Board Present:** Dave Terrusa, Jo Heinzman, Marcia Heinzman, JC King and Bev King
- Board Secretary:** Karen Schaefer
- Guests:** Jo Rieber and Judy Fitzgerald
- Approve Agenda:** As modified with Bank & Jubilee added to New Business JC-motion, Bev 2nd , All 5 approved
- Approval of Minutes:** As corrected with time change motion, Jo-motion, Marcia 2nd , All 5 approved
- Public Input:** Jo Rieber: Public Comment Statement 11/1/17
- Friend's Report:** Jo Rieber: Handout – 1. Holiday Craft Fair 2. December 7th will be a Nov/Dec meeting
3. Request for the Board to enter into an agreement between the Friends of the Library and the Library.
- Director's Report:** (Director's Report came before the Friend's Report) Discussed: 8 groups used the facility. Finances are great with 33% of the year done. Discussed current and future activities.
- The Friends of the Library left the meeting at this time. Reminder: Please respect the decision for the Friends to communicate with the Director, staff, and volunteers through emails only.
- Correspondence:** Handbook for Trustees of Oregon Public Libraries (2005 edition by Ruthanne Lidman)
Motion: In response to the Friends of the Library's request to the "Memorandum of Understanding", the Langlois Library Board supports an arrangement by the format of the "**Handbook of Trustees of Oregon Public Libraries**". Jo-motion, JC-2nd, all approved.
Additional motion: to adopt the above motion (Handbook for Trustees of Oregon Public Libraries) into Resolution 2017-18.7. JC-motion, Jo 2nd, all approved.
- Unfinished Business:** Resolutions 2017-18.2-2017-18.6 to be voted on. Dave-motion, JC 2nd, All 5 approved, signed by Board Chair. Statement: Jo H – there was not a problem with JC making a motion to accept the minutes of the September 6th meeting.
- New Business:** 1. Bank 2. Book Sale – discussion – save the date, will need your volunteer help that week
3. Jubilee Committee – Marcia is on the committee and wants to represent us at the committee mtgs. JC-motion, Jo 2nd, all approved.
- Check signing:** Motion: Move our 2 current checking accounts to Rogue Federal Credit Union in Port Orford (from Umpqua, due to local branch closing) 1. All 5 Board members, Library Director, and Assistant Librarian will have signing authority. 2. No more dual signatures and the Library Director can sign checks (that are filled out by another person). 3. The Library Director and the Assistant Librarian will both have a debit card.
- Executive Session – A. Personnel (ORS 192.660 (2) (i)) - None**
- Next meeting:** December 6, 2017 @ 6:00 pm
- Adjourn:** 7:56 pm