

Lower Umpqua Library District Board of Directors Meeting

395 Winchester Ave.
Reedsport, Oregon 97467
Tuesday, 6:00 pm July 14, 2026

1. Start Zoom
2. Call to Order Eberlein
3. Pledge of Allegiance Eberlein
4. Election of Board Officers
5. Public Comment – 3-minute limit per individual
6. Review of the meeting agenda Eberlein
7. Review of the Minutes, June 09, 2026 Eberlein
8. Finances Kuestner
 - a. Motion to Pay the Bills
9. Library Report Kuestner
 - a. Summer Hours
 - b. Library Programs/Events
 - c. Oregon State Park Passes
10. Action Items Follow-up and Report Kuestner
 - a. Security cameras/network upgrade project
 - b. Library employment
 - c. Thriftbooks
11. New Business Kuestner
 - a. Monthly brochures
12. Comments from Board Members
13. Next Meeting August 11, 2026
14. Meeting Adjournment

Lower Umpqua Library District
Board of Directors Meeting Minutes
07/14/2026
Lower Umpqua Library and Zoom

LULD Board Members: Four present: Ron Eberlein, President, Lee Bridge, Vice President, Melissa Lilly, Secretary, and Dale Harris. Absent: Gary Goorhuis, Treasurer.

Staff Present: Alex Kuestner (Director), Jonathan Moore.

Community Members: Colleen Eberlein (via Zoom), Terry Moore (via Zoom).

1. **Start Zoom.**
2. **Call to Order:** Ron Eberlein called the meeting to order at 6:00 PM.
3. **Pledge of Allegiance:** Eberlein
4. **Public Comments:** There were no public comments.
5. **Election of Board Officers:** Ron Eberlein nominated Goorhuis for Treasurer; Bridge nominated Ron Eberlein for President, and Harris seconded; Ron Eberlein nominated Bridge for Vice President, and Harris seconded; Ron Eberlein nominated Lilly for Secretary, and Harris seconded; Ron Eberlein called the vote for the entire slate of nominees, and the election passed 4-0.
6. **Review of the meeting agenda:** Bridge moved to accept the agenda as presented, Lilly seconded, and the motion passed 4-0.
7. **Review of the Minutes for June 9, 2026:** Jonathan Moore made a correction: item 6 does not include the motion and vote to approve the previous meeting's minutes. Lilly moved to approve the minutes as amended, Harris seconded, and the motion passed 4-0.
8. **Finances:** Kuestner: The bills for June are higher than normal due to the end of the fiscal year, the security camera/network upgrade project, and payroll issues.
 - a. Motion to pay the bills: Harris moved to pay the bills as presented by Kuestner: bills over \$1,000 totalling \$38,206.34 (23,590.13 to Cardinal Services for payroll, \$11,893.49 to Integotec for security cameras and network upgrades, and \$2,722.72 to Acensus for the 3% payroll shortage correction) and bills under \$1,000 totalling \$5,205.25, for a total of \$43,411.59. Lilly seconded, and the motion passed 4-0.
9. **Library Report:** Kuestner

In accordance with feedback received in his evaluation, Kuestner truncated this section to remove information about day-to-day operations and follow-up items that have not seen major changes.

 - a. Summer Hours: Library staff are keeping statistics for the new evening hours (Wednesday hours extended from 6:00 pm to 8:00 pm) and have been seeing a steady increase. Staff will continue to monitor and evaluate.
 - b. Library Programs/Events: The Summer Reading Program (SRP) events schedule is now complete and will be posted in *The 411*, on social media, and on the library's website. The SRP is being run by Erin Wilson (a new LULD employee and substitute middle school teacher) and Cindy Wegner (a volunteer and retired kindergarten teacher).

LULD is participating in the Reedsport School District's summer school program for middle school students, involving 80 students for 8 weeks. Wilson and Melissa Watts (the school's vice principal) promoted the library and offered parents the opportunity to sign up their children for library cards.

The book club's first meeting on June 24 was successful. 14 patrons attended a very interactive event led by local author Steven Veach (pen name Isaac Hunter). The club will reconvene on July 29 to discuss *Lightning* by Dean Koontz. It is being promoted on the library website, social media, the author's website, and local newspapers.

Beginning on Wednesday, July 8, and continuing every Wednesday from 3:00 pm to 8:00 pm, LULD is hosting a club (led by an LULD patron) in which patrons meet to play the card game *Magic: The Gathering*.

- c. Oregon State Park Passes: KEZI broadcast an announcement promoting the availability of park passes through public libraries, after which LULD's park passes have received much more attention. Harris asked how long they can be checked out for, and Kuestner said seven days. The passes have been borrowed four times this month.

10. Action Items Follow-up and Report: Kuestner

- a. The Security cameras/network upgrade project were paid for by the end of the 2025-2026 fiscal year. The work to upgrade the library's network and security cameras has begun and should be completed soon. Harris asked how long the new camera system will record. Jonathan Moore responded that LULD's new system has 24TB. How long it records for depends on activity (it records continuously at a low resolution, and increases to a higher resolution when activity is detected). Moore is expecting about 3-4 weeks.
- b. Library employment: Erin Wilson and Daniela Hernandez were hired for the Summer Associate positions. They both started on July 1 and have almost completed their training. Stacey Broussard will be on leave for several months, so LULD plans to hire a long-term substitute during her absence (and possibly to continue as a substitute after that).
- c. Thriftbooks: LULD has sent three boxes of books to Thriftbooks thus far, comprising discarded or donated books that the Friends of the Library were unable to sell. Over two weeks, this has earned LULD \$110. During the same period, LULD sent 13 boxes to Better World Books.

11. New Business: Kuestner

- a. Monthly brochures: Library staff have created a general brochure that highlights the library's events, hours, and neighborhood library locations. This will be updated monthly to cover current events.

12. Comments from Board Members: Harris inquired when the board will check whether LULD is substantively on track for spending in this year's budget categories. The board previously decided this would be done quarterly, so the first check-in would be after September.

Eberlein asked when exactly the end-of-the-year budget report will be due. Kuestner replied that, because LULD's 2025-2026 expenses were over \$250,000, the library will again need an Agreed-Upon Procedures (AUP) report. LULD will need to deliver budget documents to Connie Huntsman, CPA, in time for her to prepare and submit the AUP before the end of 2026. The board approved hiring Huntsman again as the library's accountant.

Eberlein noted that the library grounds have been looking messy; Cleaning 101's landscaping service hasn't been doing a good job. Kuestner stated that he and Montclair have been in contact with Cleaning 101. Harris noted that chips should be spread on the grounds.

13. Next Meeting will be held on August 11, 2026.

14. Meeting Adjournment: Eberlein moved to adjourn at 6:22 PM, and the motion passed 4-0.

Submitted by:

Jonathan Moore - Library Technician

Date: July 18, 2026

Accepted as written or amended on (date) _____

Approved by:

Date: _____

Ron Eberlein - Board President