

**Lower Umpqua Library District
Board of Directors
Meeting Minutes of 07/30/2019**

Community Members Present:	Terry Moore	
LULD board members present	Deborah Yates, Pina Simmons, Lee Bridge, Gary Goorhuis and Ron Eberlein	
Staff present	District Manager Sue Cousineau	
1. Call to Order	Ron called the meeting to order at 6:02 pm	
2. Citizens Comments	Terry Moore said the three things she liked about the website were Strategic Plan, Library2go and the hard work Lee and Ellen invested in trying to get it started. Sue talked about adding the history of LULD to the website and Terry said she would talk to Kathy Browning about that.	
3. Review of the Agenda	Motion: To approve the regular meeting agenda made by Gary, Lee seconded.	Unanimous Approval
4. Review of the Minutes	Motion: To approve the July 9, 2019 regular meeting minutes as corrected, made by Lee, Pina seconded. Corrections were as follows: Gary asked to add the word “more” to “serves # years” and Lee said James was misspelled on page 3.	Unanimous Approval
5. Outside Presenter		
6. Finances	a) Treasurer’s Report - None b) Library Director’s Budget Report – Sue said she sent out an email to board members to pay the bills. She handed out a Transaction Detail by account. Motion: To pay all the bills made by Gary, Pina seconded. Sue and Lee are working on a draft of a revised 7/2019-6/2020 Budget for the district.	Result: Unanimous approval
7. Updates	Library Staff - Jennifer McDuffy reported June 2019 library stats. Sue said a donation of \$1000 was received to purchase new technology. She said all audio books on tape and VHS tapes have been removed from the library shelves. She also talked about Movie Day Friday for all ages, starting Aug. 23 11 am. 1.) Summer Reading Program - Sue said the programs are doing great and that they are reaching out to teens. There will be a special program led by Barb Butler to do embroidery on paper on Aug. 21, 2019. 2.) Collection Development – Sue said new books are still arriving.	

	<p>3.) Technology Plan – Gary said the grant was for \$7500. \$599 was used to purchase a new notebook for staff. Discussed purchasing 3 new computers for staff, 5 more 24” LED monitors and 9 screen savers. Discussed getting 3 bids or using GSA schedule. Motion: To get bids was made by Gary, Deborah seconded.</p> <p>Sue said that Frank repaired the chainsaw carving of The Old Men in the Sea, but the Joy Murphey dedication book bench could not be repaired. Deborah asked about the library signs. Lee said they could be repainted. Gary asked if they could look like the library cards, but Sue said that would take a grant. Sue discussed library volunteer background checks. The city will not do them so she talked about having them done by the SDAO. Lee said he would talk to the city and Sue said she would talk to the sheriff. Motion: To have the SDAO do the background checks was made by Gary, Pina seconded.</p> <p>Sue said she received an email from Patty Hitt, D.C. clerk that the new board members terms are 4 years. Sue said Cybrarian will be installed on all public use computers and will have a “Welcome” page that needs to be agreed to before the computer can be used.</p>	<p>Page 2</p> <p>Unanimous approval</p> <p>Motion Passed</p> <p>Gary – Yes Ron – Yes Deborah – Yes Pina – Yes Lee – No</p>
<p>8. Action Items Followup and Report</p>	<p>a) Security - Ron said we should do a test later during the meeting.</p> <p>b) email - Sue said James Freeman will be doing backups on staff computers. Email addresses will be for each of the board members in Positions 1-5.</p> <p>c) Oregon Digital Library Consortium – Sue said Library2go started on July 15.</p>	
<p>9. New Business</p>		
<p>10. Comments from Board Members</p>	<p>Sue said all the board member signatures were returned to the Umpqua Bank. Lee and Pina discussed the reason for the July 23rd meeting cancellation. Board members tested the security system alarm that is inside the building. Ron said he will email the city to see how much it will cost to have them run more cables for outside cameras. Discussed having a fire alarm pull station in the library. Ron said he would email Gold Coast Security for a price. Discussed SDAI looking at the insurance coverage of the contents of the building. Sue will talk to Debbie McKinney, at Fulhart Insurance.</p>	
<p>11. Next meeting</p>	<p>Ron said the next meeting will be on Tuesday, Aug. 13, 2019 at 6pm.</p>	

12. Adjournment Motion was made and seconded to adjourn at 7:55 pm.

13.

14.