

Lower Umpqua Library District Board of Directors Meeting

395 Winchester Ave.

Reedsport, Oregon 97467

Tuesday, 6:00 pm September 08, 2026

1. Start Zoom
2. Call to Order Eberlein
3. Pledge of Allegiance Eberlein
4. Public Comment – 3-minute limit per individual
5. Review of the meeting agenda Eberlein
6. Review of the Minutes, August 11, 2026 Eberlein
7. Finances Kuestner
 - a. Motion to Pay the Bills
8. Library Report Kuestner
 - a. Library Programs/Events
9. Action Items Follow-up and Report Kuestner
 - a. Library employment
 - b. Conferences
 - c. Summer Hours
10. New Business Kuestner
 - a. Cardinal Services issue
11. Executive Session ORS 192.660 Personnel Kuestner
12. Comments from Board Members
13. Next Meeting October 20, 2026
14. Meeting Adjournment

Lower Umpqua Library District
Board of Directors Meeting Minutes
09/08/2026
Lower Umpqua Library and Zoom

LULD Board Members: Four present: Ron Eberlein, President, Lee Bridge, Vice President, Gary Goorhuis, Treasurer (entered during 7a), Melissa Lilly, Secretary. One absent: Dale Harris.

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

Community Members: Colleen Eberlein, Terry Moore, and Chris Adamson (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. **Review of the meeting agenda:** Lilly moved to accept the agenda as presented, Bridge seconded, and the motion passed 3-0.
6. **Review of the Minutes for June 9, 2026:** Bridge moved to accept the minutes as presented, Lilly seconded, and the motion passed 3-0.
7. **Finances:** Kuestner

The quarterly financial report for July through September will be presented at the October meeting.

 - a. Motion to pay the bills: (Goorhuis entered the meeting.) Lilly moved to pay the bills as presented by Kuestner: bills over \$1,000 totalling \$15,659.75 (to Cardinal Services for payroll) and bills under \$1,000 totalling \$4,442.92, for a total of \$20,102.67. Bridge seconded, and the motion passed 4-0.
8. **Library Report:** Kuestner
 - a. Library Programs/Events: The Summer Reading Program (SRP) concluded on August 26. The finale included food served at the library and planetarium shows at the community center. SRP attendance saw a big increase over last August, largely due to the efforts of Erin Wilson and Cindy Whitaker (new LULD employee and volunteer, respectively), who have taken over running the children's programs.

Reading Bingo: The next prize drawing will be at the end of September. The program finale will be in December.

The Reedsport Echoes Book Club continues to meet on the last Wednesday of the month, but its attendance has been declining, partly because the club is choosing books from a narrow subgenre of speculative fiction that does not have broad appeal with LULD patrons. Staff have been discussing the possibility of having a second and broader book club that will appeal to a wider audience. Details are still being worked out, but patron feedback supports having an open book club where people meet to discuss whichever books they read without focusing on anything specific. The Echoes Book Club can continue to meet at its own time. Goorhuis recommended specifying that the new book club is not political.

The *Magic: The Gathering* (the trading card game) club remains popular, attended mostly by adults but also a few children.
9. **Action Items Follow-up and Report:** Kuestner
 - a. Library employment: LULD is in the process of selecting a candidate for the open library assistant position and plans to reach a decision soon. There are two strong candidates who have already been interviewed. One excels in marketing and website development and promotion; the other shows strong organizational skills and aced all the shelving and processing tests at 100% in 1/3 the time allotted. Kuestner is considering hiring both individuals for the strengths they exhibited. Bridge and the board expressed their approval.
 - b. Conferences: Kuestner attended the Institute of Museum and Library Services (IMLS) conference in Reno, Nevada last week and learned a wide array of useful information, including grant opportunities and programs focused on promoting the 250th anniversary of the United States. Kuestner met with the directors of five libraries within the

Coastline Libraries consortium (currently covering Coos and Curry counties), all of whom seemed open to LULD joining their system, as long as certain criteria were met. Namely: 1) LULD has reciprocal borrowing so that their patrons could borrow books from LULD and vice versa. 2) LULD is an established district and has stable funding. 3) LULD has its own collection development budget. 4) LULD retains a courier service so that books can be transported between LULD and the Coastline system. Kuestner will follow up with the Coastline directors to learn about next steps.

- c. Summer Hours: Having the library open until 8 pm on Wednesdays has been successful so far, with patrons visiting regularly during the evening. Staff are considering eventually expanding evening hours to an additional day, but will continue the current schedule for now.

10. New Business: Kuestner

- a. Cardinal Services recently announced a drastic increase in their fee, from \$85 to \$270 per month. Kuestner provided the board with a summary, prepared by Debb Montclair, of prices and services from three payroll companies: Cardinal Services, ADP, and Paychex. Kuestner recommended that LULD switch to Paychex, which would charge \$71.45 per month and has agreed to give LULD free processing for six months and to waive their \$200 setup fee, amounting to an average of \$35.73 per month for the first year. Paychex does not require a binding contract and has a faster turnaround time for payroll submissions than Cardinal. These prices are contingent on LULD signing up by September 15.

Lilly and Goorhuis recommended checking with other organizations that use Paychex (such as other libraries in Oregon) before making the move. Lilly moved to allow Kuestner, after investigating what other libraries use, to decide which payroll service to hire. Bridge seconded, and the motion passed 4-0.

11. Executive Session ORS 192.660 Personnel: Eberlein called a break at 6:18, before entering Executive Session.

12. Comments from Board Members:

13. Next Meeting will be held on October 20, 2026.

14. Meeting Adjournment:

Submitted by:

Jonathan Moore - Library Technician

Date: September 11, 2026

Accepted as written or amended on (date) _____

Approved by:

Date: _____

Ron Eberlein - Board President

Lower Umpqua Library District
Board of Directors Regular Session Minutes (conclusion)
09/08/26
Lower Umpqua Library and Zoom

LULD Board Members Present: Ron Eberlein, President, Melissa Lilly, Secretary, Gary Goorhuis, Treasurer, Lee Bridge, VP.

Staff Members Present: Alex Kuestner (Director).

The Board returned from Executive Session to Regular Session at 6:47 p.m.

Lilly moved that Jonathan Moore receive a 2% merit performance increase in addition to a pay matrix step increase and Debb Montclair receive a \$2.00 per hour merit performance increase in addition to a pay matrix step increase.

Bridge seconded the motion, and the motion passed 4-0.

Meeting Adjournment: 6:51 pm.

Submitted by:

Melissa Lilly, Secretary

Approved by:

_____ Date: _____

Ron Eberlein, President