

**Lower Umpqua Library District  
Board of Directors Meeting Minutes  
6/11/2024  
Lower Umpqua Library and Zoom**

**LULD Board Members Present:** Ron Eberlein, VP, Christine Thomas, Secy., and Melissa Lilly, Gary Goorhuis, Treas. (entered during 4.).

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

**Community Members:** Terry Moore.

**1. Start Zoom.**

**2. Call to Order:** Eberlein called the meeting to order at 6:06 p.m.

**3. Pledge of Allegiance:** Eberlein led the Pledge of Allegiance.

**4. Budget hearing for 2024-2025 fiscal year:** Kuestner presented three changes made to budget documents: 1) LB-20 Line 24, "Taxes estimated to be received" in Fiscal Year 2023-2024 changed from \$236,944 to \$236,244. 2) LB-11 Roof fund updated to reflect changes decided by board at previous meeting: \$15,000 added to roof fund instead of \$5,000. 3) LB-30 Page 2 updated to reflect changes decided by board at previous meeting, regarding transfer of \$15,000 from general fund to roof fund.

Thomas made a motion to adopt Resolution 2024-2025-27 to transfer \$15,000 from the General Fund to the Roof Replacement Reserve Fund, as amended. Lilly seconded, and the motion passed 3-0.

Lilly moved to accept Resolution 2024-2025 adopting the budget, for a total adopted budget of \$654,647.00. Be it resolved that the following ad valorem property taxes are hereby imposed for tax year 2024-25 upon the assessed value of all taxable property within the district: \$0.39 per \$1,000 of assessed value. (Gary Goorhuis, Treas., entered the meeting.) Eberlein restated the motion, and the motion passed 4-0.

**5. Public Comments:** Jonathan Moore asked whether he could expense meals during his time selecting books in Washington D.C. (see 10c); Thomas and the board agreed that he should.

Terry Moore discussed the status of the Neighborhood Libraries, suggesting that builders could be allowed to simplify the design according to their own preference. Alex said that in the past LULD has offered builders that freedom.

**6. Review of the Meeting Agenda:** Thomas made a motion to accept the agenda as presented, Goorhuis seconded, and the motion passed 4-0.

**7. Review of the previous meeting's minutes:** Thomas moved to accept the Budget Committee and Board of Directors meeting minutes of 14 May 2024 as presented, Goorhuis seconded, and the motion passed 4-0.

**8. Finances:** a. Motion to Pay the Bills: Thomas moved to pay LULD bills: bills over \$500 totalling \$16,392.27 (namely \$1,575.00 to Joe's Plumbing for the drinking fountain installation, \$537.96 to Central Lincoln for electricity, \$12,115.69 to Cardinal Services for payroll, \$1,440.00 to Robitech for IT services (for

months), and \$723.62 to SDIS for health insurance) and bills under \$500 totalling \$5,059.37, for a total amount approved of \$20,728.02. Lilly seconded, and the motion passed 4-0.

#### 9. Library Report: Kuestner

- a. Library statistics report: Circulation statistics: LULD magazine checkouts were significantly higher (97) than any month since LULD began to record statistics, so overall print checkouts are up (despite book checkouts being down). DVD checkouts are lower than last year (possibly because we've been adding mostly donated DVDs, instead of specifically purchased series, etc.). Electronic checkouts are up, due to the addition of many new electronic devices for checkout.
- b. Displays: There is a Prehistory display in front of the circulation desk, covering dinosaurs, the ice age, etc.

#### 10. Action Items Follow-up and Report: Kuestner

- a. Neighborhood Libraries: Kuestner advertised LULD's need for carpenters in The World and The Siuslaw News.
- b. The Drinking fountain is finally installed!
- c. Library of Congress Surplus Books Program: Jonathan Moore went to the Library of Congress and selected over 300 items (over 200 books, plus music CDs, audiobooks, and maps). He transported the maps and one box of books by car, but the remaining ten boxes were shipped to LULD by Senator Ron Wyden's staff.
- d. In his monthly North Douglas Herald column, Kuestner posted a list of current programs at the library.
- e. LULD was awarded the C. Giles Hunt Grant for \$10,000. Kuestner applied for a flexible version of the grant, broadly focused on technology. Possible uses include replacing the Mondoboard, getting Deep Freeze software to make LULD's computers more secure, upgrading the public computers, and subscribing to Ancestry.com. Cody Robinson (Aethelwulf Computing Services) recommended a software called Deep Freeze, which would wipe public computers and laptops between uses and prevent patrons from saving files on them. The board agreed that replacing the public computers should take priority, before considering software such as Deep Freeze.
- f. Cardinal Services is in the process of instituting an online, digital system for tracking employee hours.
- g. Programs: Now that the budget process is concluding, Kuestner will focus on preparing the orienteering program. Kuestner created a genealogy page on the website, with links to 15 websites and resources. He is considering presenting more classes on genealogy. Thomas suggested presenting more classes and tracking click-throughs on the genealogy webpage to gauge public interest in genealogy, before taking the leap to pay for a database such as Ancestry.com.
- h. Obsidian: LULD received a donation of an 80-pound piece of polished obsidian. The lapidary society crafted a wooden base for it, making it harder for it to wobble or slide off its table.
- i. Substitute library assistant: LULD has received several applications, but none are promising. Kuestner advertised the position in local newspapers.
- j. Internships: LULD will be conducting interviews for the teen internship soon.
- k. Databases: (discussed under 10e and 10g above)
- l. Shelving: LULD received a number of shelving units from Coos Bay Library. One unit has been assembled and is in use.

#### 11. New Business: Kuestner

- a. The Dolly Parton Imagination Library provides books for children 5 y.o. and under. The state would pay for half of the cost of the books, but LULD would need to partner with a non-profit organization.

Kuestner is considering pursuing the Ford Family Foundation. Thomas suggested the Rotary Club, and Goorhuis said he would bring it up at the next Rotary Club meeting.


**12. Comments from Board Members:** Goorhuis asked whether the library should part with the Mondoboard, considering how much space it takes up. Kuestner noted the possibility of using it as a monitor for the Wii game console that was donated to the library.

Eberlein discussed updating the network system in the library and recommended Deco brand for wireless routers.

**13. Next board meeting** will be held on Tuesday, July 16, at 6:00 pm.

**14.** Thomas made a motion to adjourn the meeting, Goorhuis seconded, and the meeting adjourned at 7:30 p.m.

Submitted by:

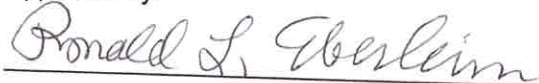


Jonathan Moore - Library Assistant

Date: July 13, 2024

Accepted as written or amended on (date) \_\_\_\_\_

Approved by:



Date: 7-16-2024