

Baker County Library District

Board of Directors

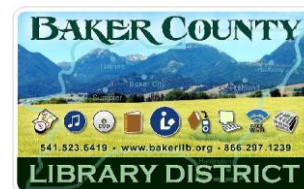
Regular Meeting Agenda

Tuesday, Jan 9, 2024, 12:00 – 1:00 pm

Meeting simulcast via [Zoom](#)

Phone: +1 253 215 8782 US Meeting ID: 860 7254 8647 Passcode: 119399

Kyra Rohner, President



- | | | |
|-------|---|-----------------|
| I. | CALL TO ORDER | Rohner |
| II. | Consent agenda (ACTION) | Rohner |
| | a. Additions/deletions from the agenda | |
| | b. Minutes of previous regular meeting | |
| III. | Conflicts or potential conflicts of interest | Rohner |
| IV. | Open forum for general public, comments & communications | Rohner |
| | In the interests of time and to allow as many members of the public an opportunity to speak, the board asks guests to limit remarks to five (5) minutes if speaking on behalf of an individual, or ten (10) minutes if speaking on behalf of a group or organization. | |
| V. | OLD BUSINESS | |
| | a. NDNW Needle Disposal Proposal (ACTION) | Stokes |
| | b. Bookmobile Overhaul Contract | Stokes |
| VI. | NEW BUSINESS | |
| | a. SDAO Conference Discussion | Stokes |
| VII. | REPORTS | |
| | a. Director | Stokes |
| | b. Finance | Hawes |
| VIII. | Agenda items for next regular meeting: Feb 13, 2024 | President-elect |
| IX. | ADJOURNMENT | President-elect |

The times of all agenda items except open forum are approximate and are subject to change. Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Topics marked with an asterisk* are scheduled for the current meeting's executive session.

ORS 192.660 (2) (d) Labor Negotiations

ORS 192.660 (2) (h) Legal Rights

ORS 192.660 (2) (e, j) Property

ORS 192.660 (2) (a, b, i) Personnel

Library Board Meeting – Annotated Agenda

Monday, Jan 9, 2024, 12:00 pm

Notes prepared by Library Director Perry Stokes

Annotated Agenda

- | | |
|--|--------|
| I. CALL TO ORDER | Rohner |
| II. Consent agenda (ACTION) | Rohner |
| a. Additions/deletions from the agenda | |
| b. Minutes of previous meeting(s) | |

Attachments:

- II.b.i. Board meeting minutes, Dec 12 2023

- | | |
|--|--------|
| III. Conflicts or potential conflicts of interest | Rohner |
| IV. Open forum for general public, comments & communications | Rohner |
| V. OLD BUSINESS | |
| a. NDNW Needle Disposal Proposal (ACTION) | Stokes |

Attachments:

- V.a.i Board Member McClay statement

This is an opportunity for the board to discuss the proposal from NDNW and consider approving a partnership for hosting an outdoor sharps disposal receptacle on library grounds.

At the December meeting, Library Director Stokes reported on findings from surveys of the Baker County community and Oregon libraries, plus hundreds of comments from various social media forums, and an editorial published by the Baker City Herald.

The editorial and majority of public feedback was opposed to the availability of sharps disposal boxes either outside on library grounds or inside in designated restrooms. In contrast, the majority of responding Oregon libraries which do provide publicly accessible sharps disposal bins on their property reported positive use and safety outcomes and recommended other libraries provide them, as well.

Board Member McClay, who will not be able to attend the meeting in person, has provided a statement on the issue with her recommendation. That document is in the board packet.

I will present my recommendation at the meeting.

- | | |
|---------------------------------|--------|
| b. Bookmobile Overhaul Contract | Stokes |
|---------------------------------|--------|

Attachments

- V.b.i Bookmobile Work Vendor Assessment (Adamson)

After reviewing 4 estimates (3 from Freightliner, 1 from Grumpy's), I accepted the assessment and recommendation by Facilities Specialist Adamson to award the Bookmobile repair contract to Grumpy's Repair Inc. for an amount not to exceed \$34,355. Adamson's assessment report is included in the board packet.

The vehicle is now at the shop with repair work in progress.

Library Board Meeting – Annotated Agenda

Monday, Jan 9, 2024, 12:00 pm

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VI. NEW BUSINESS

a. SDAO Conference Discussion

Stokes

The 2024 Special Districts Association of Oregon (SDAO) Annual Conference is scheduled to be held from Feb 9 to 11, with a preconference session on Feb 8 at the Seaside Civic and Convention Center in Seaside, Oregon. The event will feature 20 training and educational sessions, networking opportunities, an exhibitor trade show, an awards banquet, and more. See [agenda on website](#).

Additionally, the annual conference provides an opportunity for member districts to send a representative to attend their caucus meeting and participate in voting at the Annual Business Meeting.

Pending family needs, I hope to attend myself and would like to discuss whether a board member is interested in attending the conference, as well.

Future Conference Dates/Locations

- February 6-9, 2025: Riverhouse on the Deschutes, Bend
- February 5-8, 2026: Seaside Civic & Convention Center, Seaside

VII. REPORTS

a. Director

Stokes

Facilities

Baker branch new phone extension – to facilitate more of a staff presence on the library floor I had Ed add a phone extension at the reference desk near the riverside entrance.

Huntington LED lighting – Interior and exterior lights are now updated to LED which will be more energy efficient.

Richland bookdrop repair – A lock replacement on the bookdrop is required after the lock seized and a key broke in the lock.

Governance

Special Districts' authority challenged by Josephine County Commissioners

Strategies to challenge and remove books from libraries have continued to evolve over the past year. One of the newest approaches was seen in Josephine County last month, where an individual tax-payer disgruntled about library materials successfully petitioned county commissioners to have their property removed from the library taxing district. Such approval is without precedent and is being challenged in court by the Josephine County Library District.

After four more opt-out petitions were submitted, the Josephine Commissioners suspended approval of all petitions until late February while they get legal counsel. Other district libraries are now reporting constituent interest in petitioning to withdraw. SDAO

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and the Oregon Library Association are continuing to monitor this unfolding situation, and will be sharing any significant new developments.

For news reporting on this story, visit:

- Commissioners Approve Library District Withdrawal Petition in Split Decision (KAJO News, 12/6/23) https://www.kajo.com/news/news_story.php?subaction=showfull&id=1701866208
- Josephine Community Library pursues legal action after residents opt out of tax district (OPB, 12/12/23) <https://www.opb.org/article/2023/12/12/josephine-county-library-tax-district-opt-out/>
- Commissioners postpone Josephine Co. Library District rulings for 60 days (KOB15 News, 12/20/23) <https://kobi5.com/news/commissioners-postpone-josephine-co-library-district-rulings-for-60-days-219083/>

Personnel

Bed Bug Outbreak Training – Ed and I attended a webinar on Dec 14 about preventing and handling an outbreak of bed bugs in libraries. Infestations are on the rise internationally, with major infestations reported in Europe and Asia. In Paris, the insects were reported in schools, trains, hospitals and cinemas. Locally, Huntington school reported having an issue last year. We are developing kits for inspection, containment, and eradication response.

Building Operator Certification (BOC) – I approved a request from Ed for him to take this course at a cost of \$2,095. The cost will be partly reimbursed by incentive funds from Energy Trust of Oregon. Program description: “BOC is a leading training and certification program for building engineers and maintenance personnel taught by the Northwest Water & Energy Education Institute (NWEEI). Graduates gain the knowledge they need to make their buildings more comfortable, efficient, and environmentally friendly.”

b. Finance

Hawes

Reports to be delivered at the meeting.

VII. Next meeting: Feb 13, 2024

Rohner

Future meeting agenda items

- FY22-23 Financial Audit Report
- 2024 SDIS Property/Casualty Insurance Renewal
- Collection Development Policy & Materials Reconsideration Form
- Financial Management Policy
- FY23-24 Supplemental Budget

VIII. ADJOURNMENT

Rohner