

Minutes
Langlois Public Library Board of Directors Meeting Mar 9, 2022

Called to order 6:30 pm

Present: C. Waxham (Chair), D. McDermott (Vice-Chair), S. Orbom (Treasurer), J. Rieber, A. House, S. House (LPL Manager).

Mar 9, 2022 agenda (as amended) and Feb 9, 2022 minutes approved unanimously.

Manager's Report: Library hours, new hire (Fay Mulligan), Executech status update, meetings & trainings attended by staff, lighting project, circ desk refurb, carpet replacement status, Ed-Tech, volunteer appreciation gathering, upcoming displays

Financial Report: S. Orbom and S. House discussed the monthly electricity bills. The board unanimously authorized S. Orbom to discontinue bill pay and replace it with auto pay via Rogue Credit Union to Bandon Electric Co.

Friends Report: J. Rieber reported that the Friends purchased wish list items: new open/close signage and carpet sweeper. On Feb 19, 2022, 9 people from the Friends and the community helped at the outdoor work party contributing more than 45 hours of work on the library grounds. Outdoor book sale is scheduled for Jul 23, 2022. Ice cream social honoring Denise Willms (POL), live music and LPL's 20 year anniversary celebration all scheduled for Aug 21, 2022.

Discussions:

Fay Mulligan's Mar 15, 2022 start date with \$14 per hour pay rate was approved unanimously.

S. House recommended a wage review be conducted on all employee's 1 year anniversary after annual evaluations are conducted. The board agreed.

J. Rieber reported on the 2022-23 budget committee members: Gail Nordstrom, Anne Guerin, Tammie Sokoloff, Adam Davis and Kelly Fleming all agreed to participate.

It was the board consensus to authorize J. Rieber and A. House to act as the policy review and organization committee.

C. Waxham reported an unnamed patron complaint call she received regarding lack of available parking space during the Feb 12, 2022 pollinator garden planting event. The complainant also claimed the library manager "didn't want to wait on him" when he came into the library that day.

Background Checks policy tabled until the Apr 13, 2022 meeting. S. Orbom will revise the draft; resolution #2021-22.3 will be assigned when the policy is approved.

Open discussion ensued regarding the 2/21/22 mediation conducted by Common Ground Mediation, Susan Antsy.

Adjourned 8:15 pm. Next board meeting, Wednesday, Apr 13, 2022, 6:30 pm at the library.

Action Items:

J. Rieber & A. House: Begin policy review and organization committee duties

S. Orbom: Present amended Background Check policy at Mar 2022 board meeting (draft completed 3/15/22)

S. Orbom: Set up auto pay with Bandon Electric and discontinue bill pay (completed 3/17/22)

S. Orbom & S. House: Prepare 2022-23 budget scenarios for May 4 budget committee mtg (salaries, raises, library hours)

S. House: Email budget committee members regarding May 4, 2022, 6:30 pm mtg (completed 4/6/22)

S. House: Review Feb 12, 2022 surveillance camera footage regarding above patron complaint (completed 3/12/2022)

S. House: Initiate background check on Fay Mulligan (received completed background check 4/6/22)

D. McDermott: Arrange a tree planting in the library front yard in honor of Martha Schram (completed 3/16/22)

D. McDermott: Follow up with Sue Antsy, Common Ground Mediation: additional board communication training