

**Lower Umpqua Library District  
Board of Directors Meeting Minutes  
Tuesday, February 8, 2022  
Lower Umpqua Library**

**LULD Board Members Present:**

Dale Harris, Christine Thomas, Lee Bridge, Tara Adams, and Gary Goorhuis

**Community Members:** Terry Moore, Ron Eberlein

**Staff Present:**

Sue Cousineau

**Called to Order:**

Dale Harris calls the meeting to order at 6:02 p.m.

**Pledge of Allegiance:**

Dale Harris lead the Pledge of Allegiance

**Public Comments:** None

**Review of the Meeting Agenda:** Christine made a **motion** to approve the agenda, Gary seconded the motion. All voted in favor.

**Review of the Minutes of January 11, 2022 Board Meeting:** Review of January 11, 2022, January 26, 2022 (Executive Session), and February 1, 2022 (Executive Session) Christine made a **motion** to accept the minutes, Gary seconded the motion. All voted in favor.

**Hiring Library Director/District Manager:**

Ron Eberlein, Terry Moore, Christine Thomas, Gary Goorhuis, Tara Adams, and Dale Harris recommended that the Lower Umpqua Library District hire Adam Rockwell and Alexander Kuestner as the second choice.

Gary Goorhuis made a **motion** to offer the position to Adam Rockwell and if declined to make the offer to Alexander Kuestner. Christine Thomas seconded the motion. All voted in favor.

Christine Thomas made a **motion** to go into a recess for Dale Harris to call the chosen applicant at 6:10 p.m. and Gary Goorhuis seconded the motion. All voted in favor.

Dale Harris called the meeting back to order at 6:16 p.m.

**Finances:**

- A. A: Gary Goorhuis made the **motion** to pay the bills. Christine Thomas seconded the motion. All voted in favor.
- B. B: Discussion in regards to how the finances are presented.

### **Library Report:**

- A. One County, One Book Program
  - a. Three Entries by Local Sixth-Graders
- B. Go Wild with Reading Program to Encourage Children Reading
  - a. 43 children signed up
  - b. Celebration of Literacy program partnered with Altrusa of Roseburg and the Umpqua Literacy Council
  - c. Saturday, February 19, 2022, free admission to the Wild Life Safari. Flyers are available at the library.
- C. Staff is posting one storytime video per week
- D. 80 storytime kits went out to the public in January 2022
- E. Sue Cousineau presented the budget timeline
- F. The first budget committee meeting is 04/19/2022
- G. Sue Cousineau continues to work on the historical data for the budget
- H. Sue Cousineau attended a Confab meeting which is an organization of professionals serving the community and would recommend it as a networking opportunity for the new director
- I. Sue Cousineau called Douglas County for information. There are 4,925 voters are in the district, there are 6,466 people are in the special tax district.
- J. Stats were reviewed. There was an increase in the number of checkouts and ebooks increased.
- K. The staff has chosen to discontinue the A to Z Databases.
- L. Tara Adams added that there were 7 log entries on the geocache.

### **Action Items Follow Up and Report:**

- A. Grants
  - a. Neighborhood Libraries: Lee Bridges gave an update. He expects the Neighborhood Library to break ground on Saturday.
  - b. Received \$5,000 from the Douglas County Library Foundation
  - c. Giles Hunt Grant Update: Ron Eberlein is gathering information and data on the building for the heat pumps. Sue Cousineau will get the occupancy from the Oregon Police. The first priority is getting enough fresh air for maximum occupancy.
- B. LULD Covid-19 Policy Monthly Review
  - a. The state of Oregon is proposing that masks are optional as of March 31, 2022.
  - b. Discussion
  - c. LULD will continue with its current policy until the next board meeting when it be reviewed again in March.
- C. State of Oregon Employment Department Reimbursing Account vs. Tax Paying Account
  - a. LULD has received a new bin number.

- b. Sue Cousineau has received verbal confirmation, but the State of Oregon Employment Department has not yet sent the letter with the current rate.

**New Business:**

- A. Update P-005 Personnel Policy and Procedures
  - a. Sue Cousineau presented the changes that were voted on during the January 11, 2022 meeting for PTO hours.
  - b. Discussion of the policy.
  - c. Gary Goorhuis made a **motion** to table personnel policy until the next meeting, Christine Thomas seconded the motion. All in Favor.

**Comments from Board Members:**

- A. Dale Harris will not attend the March 8, 2022 meeting.
- B. Gary Goorhuis made a **motion** to change the next meeting to March 15, 2022, Christine Thomas seconded the motion. All in Favor.
- C. Dale Harris will let the board know when the candidate has returned his phone call. Both candidates gave six to eight weeks until they could begin a director position with LULD.

**Next Meeting:** Tuesday, March 15, 2022 at 6:00 pm

**Meeting Adjournment:** Dale Harris adjourned the meeting at 6:54 p.m.

Submitted by:

\_\_\_\_\_ Date: 2/8/2022  
Tara Adams - Board Secretary

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

Approved by:

\_\_\_\_\_ Dale Harris - President