

ONTARIO LIBRARY DISTRICT BOARD MINUTES

July 11, 2024

5 p.m.

Roll Call: Lynelle Christiani \_\_\_ Jean Findley \_\_\_\_\_ Randall Kirby \_\_\_\_\_ Patricia Maldonado \_\_\_\_\_ Siri Jackman  
\_\_\_\_\_ Darlyne Johnson \_\_\_\_\_ Beulah Carroll \_\_\_\_\_

Guest present: Anthony Sunseri

ATEENDES ON ZOOM- 0

The meeting was called to order by Board Chair, Patricia Maldonado at 5:00.

1. Public and Staff comments
  - No comments at this time.
2. Motion to adopt the entire agenda.
  - Lynelle Christiani made a motion to adopt the entire agenda and Randall Kirby seconded the motion. All were in favor. 5/0.
3. Motion to adopt the minutes as printed.
  - Jean Findley made a motion to adopt the minutes as printed and Lynelle Christiani seconded the motion. All were in favor. 5/0.
4. Motion to pay the bills as printed.
  - Randall Kirby made a motion to accept the bills as printed and Lynelle Christiani seconded the motion. All were in favor. 5/0.
5. Unfinished Business:
  - a. Update on Library
    - a. The library seems to be doing fine.

The library has had issues with the air conditioning. Stan's Heating and Cooling have been here twice this month. The zone for the Children's area seems to be the issue. They are doing more research on it as we replace the part that is having issues with may or may not be under warranty.
    - b. The bookmobile has now been reregistered as publicly owned. This way the library is tax exempt on the gas taxes. This makes it a permanent registration. We also ordered the title for the old bookmobile so the library can start working on disposing of it.
    - c. Woodchukar Carpentry has begun its work.
    - d. The library is working with a scout group to plan some eagle scout projects.

- d. The janitor was out for a month but is back now.
  - e. Inventory is going well.
  - f. The fair is coming up so we may need volunteers to man it at the fair.
  - g. We have begun the audit. We will get it to Long's by the end of next week, so it will be available for our auditor the first of August.
  - h. Budget papers have been sent to the county assessor and the county clerks office. Everything looked fine, so we will get our tax dollars again this tax year.
  - i. The library is looking at hiring a person to train for the bookmobile , they would be hired as a 25 hour employee and when the bookmobile driver retires they would become a full time employee.
  - j. The bookmobile driver will begin to take insurance as they are now a full -time employee. It was put in our budget for 24-25.
  - k. The library will set up a date to do the public meeting class for the board when the State of Oregon has approved the class that can be taken. This has not been done yet.
- b. Discussion of the Parking Lot
- We only have one bid for the parking lot. This is from Four Rivers Excavating LLC. They are working with other businesses to get our parking lot and ramp done. Darlyne let the board know that her nephews are working on it but the main contractor is Four Rivers Excavating, LLC. and the sidewalk people They were here Monday discussing the ramp and parking lot. They will get the permits and will begin the work ASAP.

6. New Business:

- a. Policy Changes for the employee manual  
Darlyne and Beulah will be discussing new policies for the employee manual and present them to the board. They would like the next full -time person to work Monday through Friday. They would be required to work Saturdays and nights. When they work a Saturday they will have the Thursday off prior to the Saturday. They would work a 35 hour week. This is one of the items that will be presented to the board.
- a. Anything else to be brought before the board.  
There being nothing else before the board the meeting was adjourned at 5:26

Attest

Darlyne Johnson