

## **Lane Library District**

Board Meeting

Tuesday, July 26<sup>th</sup>, 2022, 5:00pm at the Creswell Library and via Zoom.

### **Regular Meeting**

**Attending:** Board Members: Sue Bowers, Eric Cullander, Erin Weatherly, Andrew Morgan, Lisa Linnell-Olsen; Nick Caum, Youth Librarian/Acting Director, Lindsey Quigley-Johnson, Library Intern.

Eric C. convened the regular board meeting at 5:05 PM.

**Public Input:** None

**Consent Calendar:** Su B. moved to accept the consent calendar (minutes, Director's Report, and reconciliations) as presented. Erin W. seconded. The motion passed unanimously.

**Financial Report June:** Andrew M. moved to approve the financial report as presented, Sue B. seconded. The motion passed unanimously.

### **Old Business**

**Continuation of Services:** Nick C. shared that the last remaining Covid precaution is that Baby Storytime is still hosted online. The board agreed that Baby Storytime should be moved into the library. The board also noted the importance of staying aware of the rise of the ba.5 variant. Nick C. updated the board on the status of the Adult Summer Reading program. There were 45 adults signed up for the program.

### **Parking Lot/Entrance/Sign Options:**

Lisa L. O. joined the meeting at this point. The board reviewed material received by Su L. (Library Director) that provided updates from Eugene Sign and Awning. Sue B. suggested that the veneer/stonework at the base of the awning support poles match the monument sign support posts. The rest of the board agreed. Eric C. voiced concerns over the visually spindly awning support poles and that they may look off putting. Nick C. pointed out that the original architectural drawings were over engineered, according to the city. Erin W. shared that she didn't care for the black color of the awning. A gray or tan was suggested, and all agreed that would be better. However, the board decided to wait on colors until they see the new library logo. They hope to match colors with the new logo. Eric C. suggested putting a sign on the front of the new awning. There is concern that the monument sign does not provide enough visibility. The board would like to find out if any of the construction work for the awning will impact the repaving of the library front parking lot. Nick C. and Su L. will work with Eugene Sign and Awning to find out about color options, getting larger support posts, the addition of a sign to the awning, and matching the awning support structure to match the monument sign support structure. The board wants the donor bricks ordered as soon as possible. It has also been requested that when the first logo designs arrive that the board has access to them right away. Nick C. will send out an email with the logo images when he receives them.

Sue B. suggested having a mid-month meeting to talk about the new logo, status of the HVAC/ARPA grant, and to review library director applicants.

**HVAC/ventilation projects:** Via Su L.'s letter, we are still waiting to hear back on the ARPA grant. The library should find out by 7/29. Lisa L. O. asked if there had been an airflow test recently. Nick C. will get in touch with Randy N., the architect for expansion project, to find out if the results of the testing done during that project are available. Lisa L. O. asked for to have that information disseminated to the board as quickly as possible. The HVAC survey is underway to find out how much the noise at the front desk is impacting hearing. Sue B. asked to include staff in the survey. Nick C. will ask Su L. for the ARPA grant information.

**Mural:** Lisa L. O. brought up potential issues with using a scissor lift at the library. There are potential liability problems and need for insurance. The board feels strongly that the library needs to finish the mural. Erin W. suggested setting a deadline for completion and then finding someone else to finish the mural. Sue B. reminded everyone that the books on the mural were originally supposed to have donor names on the book spines. Nick C. will ask Su L. to give the muralist a deadline or to give Nick C. the contact information so he can set the deadline.

#### **Succession Planning/Transition Update/Acting Director Compensation:**

Sue B. shared that there are two full applicants and one partial applicant. Su L. intends to send out application information to the board before her surgery and, hopefully, the day after the job opening closes (8/1). The board picked days for potential interviews settling on August 8, 11, 17, and 18 in the evening. It was also decided that the board will reach out to the Budget Committee members to see if any of them would like to join the interview panel.

Sue B. suggested extending Nick C.'s bonus for serving as acting director for two more months. Lisa L. O. moved that the board extend the \$1000 bonus compensation for two more months to allow for a smooth transition. Sue B. seconded the motion. The vote passed unanimously.

#### **New Business**

**Next Meeting Agenda Items:** At the next meeting the board will discuss updates to the entrance project, logo designs, status of the HVAC grant, and annex doors RFP. Following that meeting, the board will discuss applicants for the position of Library Director in an executive session.

**The meeting adjourned at 6:28 PM.**

***The next Board Meeting will be hold after the interview process for the director position. Expected to be mid-August, 2022 at the Creswell Library and via Zoom.***