

Lower Umpqua Library District  
Board of Directors Meeting Minutes  
Tuesday, February 11, 2020  
Lower Umpqua Library Conference Room

**LULD Board Members Present:**

Ron Eberlein, Marty Zdunich, and Lee Bridge. Absent were Pina Simmons, and Gary Goorhuis.

**Community Members Present:**

Terry K. Moore  
Marty Zdunich

**Staff Present:**

Sue Cousineau  
Elba England

**Called to Order:**

Ron Eberlein called the meeting to order at 6:03 pm.

**Citizen Comments:** Terry Moore shared the success of the 10th book sale. Sales on Amazon have netted \$130.

**Swearing in of new LULD Position 5 Board member:** Marty M. Zdunich was sworn in. Ron Eberlein will contact the county to notify them of change.

**Quorum established**

**Review of the Agenda:** Motion made by Lee Bridge to accept the agenda with the addition of the budget cycle under new business. Seconded by Marty Zdunich. Unanimous approval.

**Review of the Minutes:** Lee Bridge abstained from voting since he wasn't at the last meeting. No quorum to approve minutes,

**Hiring of Meeting Clerk and signing a contract:** Two applicants letters of interest were reviewed. Motion made by Marty Zdunich to hire Elba England as the meeting clerk. Lee Bridge seconded. Unanimous approval. Sue Cousineau will have Elba England sign a contract.

**Finances:**

**a.) Library Director's Report-**the ductless HVAC system was installed on February 4th by Florence Heating and Sheet Metal. C Giles grant of \$5,000 will be used to pay all but \$200 of the bill. The balance will be used from maintenance.

**Motion to pay the bills.** Motion made by Lee Bridge to accept the bills listed on the Account QuickReport in the amount of \$10,736.29. Seconded by Marty Zdunich. Unanimous approval.

- 1. Transfer of funds for Fiscal Year 2019-2020.** Motion made by Ron Eberlein to authorize appropriations transfer of funds from the General Operations Contingency Fund, line item #29 on LB-30 of the supplemental budget for fiscal year 2019-2020 of \$400 to the insurance line #24, which was \$4,500 making that line item \$4,900. Seconded by Marty Zdunich. Unanimous approval.

Sue Cousineau presented bills for the general liability insurance and Integrated Library System for approval of payment. Motion made by Marty Zdunich to pay Florence Heating and Sheet Metal \$5,200, the insurance bill of \$4,508, and the bill for the Integrated Library System in the amount of \$3,600. Seconded by Lee Bridge. Unanimous approval.

Sue Cousineau reported that the Public Funds and checking accounts have been reconciled through December 31, 2019. \$514.79 of interest was received from May to December on CD account.

#### **Updates:**

Sue Cousineau reported that Reedsport Education Enrichment Foundation (REEF) has declined to be the 501c3 to handle the Dolly Parton's Imagination Library program. Sue Cousineau will continue to look for options.

Friends of the Library would like to honor Judy Thompson. She is one of the original Friends. Lee Bridge has offered to make a pen for her.

Ron Eberlein will contact the City to do a proclamation for the 100th year anniversary of the library in Reedsport.

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

**a.) Volunteers background checks and training-**Sue Cousineau checked with the City of Reedsport about the volunteer who isn't willing to share their social security number. This volunteer was highly recommended and has served the City for many years. Motion made by Lee Bridge to accept Lou Mohlan as a volunteer for the library. Seconded by Marty Zdunich. Unanimous approval.

**b.) Library HVAC system and C. Giles Hunt grant-**Ron Eberlein reported that the City assisted with the removal of the old heating and cooling system. Florence Heating and Sheet Metal did the work and is applying for the rebate. The rebate is estimated to be \$1,200.

**c.) Other-**none

**New Business:** Budget cycle-Lee Bridge has declined from being the Budget Officer this year. A new one will need to be appointed. Gary Goorhuis will be asked. The Budget Committee will be made up of 5 Board members and 5 community members.

Ron Eberlein mentioned that the pest control contract will be expiring soon. Discussion as to continue with the current company or look elsewhere.

Sue Cousineau would like to have a visioning meeting in a few months to make sure things are on track and make any necessary adjustments.

**Comments from Board Members:** None.

**Next meeting:** Tuesday, March 10, 2020 at 6:00 pm

**Meeting Adjournment:** Motion made by Lee Bridge to adjourn the meeting at 7:03 pm. Seconded by Marty Zdunich. Unanimous approval.

Submitted by:

\_\_\_\_\_ Date: \_\_\_\_\_

Elba England  
Meeting Clerk

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

Approved by:

\_\_\_\_\_ Date: \_\_\_\_\_

Ron Eberlein  
President