**Board of Trustees**

**Meeting Minutes**

**Thursday, November 14, 2024, 5:15pm**

**Crook County Library Broughton Room**

175 NW Meadow Lakes Dr., Prineville, OR 97754

**MEETING OPEN TO THE PUBLIC**

**Join Zoom Meeting:**

https://crookcountyor.zoom.us/j/91815169890?pwd=M9F8wDrCi074hesxBZdK0cFNEuiwIJ.1

**Meeting ID:** 918 1516 9890

**Passcode:** 217767

RECORDING NOTICE: *This meeting will be recorded via Zoom*

**Attendees:**

* **Staff:** [y] Sarah Beeler, [y] Cindy York, [y] Brenda Ford
* **Trustees:** [y] Sandy Kerbow, [y] Mark Maboll, [y] Natalie Good, [y] Keya Rohovit-Wrolson,

 [y] Michael Stremme

* **Guests:** Ron Jackson, guest
* **Call to Order:** Michael Stremme called the meeting to order at 5:17pm. Sandy Kerbow made a motion to approve the agenda. Keya Rohovit-Wrolson seconded the motion. Agenda approved.

* **Public Comment:** none
* **Consent agenda:** October meeting minutes will be approved at the January meeting. The December 2024 meeting has been cancelled.
* **Conflicts/potential conflicts of interest:** none

* **Reports:**
	1. Friends: The Friends will be offering a gift table filled with books and puzzles for purchase near the library entrance in December. The November Overstock Book Sale will be held November 16, 2024, 9am-1pm. Thank you, Friends! The Friends received a very large donation of Books on CD in excellent condition. Kim Bales added a large number to the library’s collection. Janice Staats will not be running for Secretary of the Friends in 2025.
	2. Circulation services: Cindy shared information on the number of new library cards given out to Crooked River Elementary students, 46! Great job, Brenda! A staff training day was held on October 14th. Dr. Robi Cole shared her program, “Lead from Within: Transform Your Organization by Transforming Yourself.” Staff member Stephanie Glisson also presented a session, “Mental Health First Aid.”
	3. Director’s report:
		1. Sarah gave an update on 622.11 acres Special Use Lease up Juniper Canyon. Sarah will contact one of the archaeologists on the list provided by Oregon Department of State Lands to obtain a bid for the second cultural site analysis. Crook County hired Liz Knapp, grant writer, to write the EPA Community Change Grant.
		2. Kayla Corns has been hired to work on Saturdays, Mid-Oregon Personnel.
		3. Sarah will be providing Outreach to rural communities until there are enough funds in the budget to hire a full-time Outreach Librarian.
		4. Crook County received a matching grant from the Pilcrow Foundation. The Beaver State Historical Gunmaker’s Guild has agreed to provide $400 in matching funds. The Pilcrow Foundation will provide $800. A total of $1,200 of new children’s books has been ordered. Thank you, Beaver State Historical Gunmaker’s Guild and Pilcrow Foundation!
	4. Words on Wheels:
		1. Brenda Ford presented updates to the Words on Wheels Homebound Services policies and procedures. Natalie Good made a motion to approve the changes to the procedures and policies for the Words on Wheels program. Sandy Kerbow seconded. Motion approved.

**Financials/Statistics Review:**September Financials were shared.

* **New Business and agenda items for next meeting:**
1. Approval of October and November meeting minutes.
2. Approval of September and October Financials.
* **Next meeting:** Thursday,January 9, 2025, Broughton Community Room, 5:15pm, Crook County Library, 175 NW Meadow Lakes Dr., Prineville, OR 97754, 541-447-7978.
* **Adjournment:** Michael adjourned the meeting at 5:58pm.