**OREGON TRAIL
LIBRARY DISTRICT**

MINUTES

**Oregon Trail Library District
Board Meeting
ZOOM Meeting
Wednesday December 16, 2020 6:30pm**

BOARD MEETING

Approved: 1/20/2021 OTLD Board

Roll Call: Stephanie Case

Board members present: Stephanie Case, Lisa Constantine, Kraig Cutsforth, Bill Kuhn, and Brenda Profitt

Staff members present: Kathy Street

Meeting called to order 6:37pm by Stephanie Case

CONSENT AGENDA

Motion to approve 11/18/2020 Board minutes, and November 2020 financials

- Motion – Kuhn
- 2nd – Cutsforth
- Vote – Yes – Case, Constantine, Cutsforth, Kuhn, and Profitt

AGENDA ADDITION

1. 2021 OTLD Board Schedule

PUBLIC COMMENT

No one present

OLD BUSINESS

Resolution to adopt Board Governance Policy. Resolution No. 2020-12-2

- Motion – Cutsforth
- 2nd – Profitt
- Vote – Yes – Case, Constantine, Cutsforth, Kuhn, and Profitt

NEW BUSINESS

<mark>Resolution to adopt 2021 Board Meeting Schedule. Resolution No. 2020-12-3</mark>

- Motion – Constantine
- 2nd – Profitt
- Vote – Yes – Case, Constantine, Cutsforth, Kuhn, and Profitt

Review Draft Audit Report and Barnett and Moro significant findings letter. <mark>Resolution to adopt Corrective Action Plan. Resolution No. 2020-12-1</mark>

- Motion – Profitt
- 2nd – Cutsforth
- Vote – Yes – Case, Constantine, Cutsforth, Kuhn, and Profitt

COVID Precautions; as a safety measure Kathy Street proposed that the library district remain closed beginning December 24, 2020 through January 4, 2021. This will provide an extra buffer of time to hopefully prevent holiday spread of COVID. Morrow County is in the Extreme classification for the state of Oregon. OTLD Board members approved this measure.

Director Report

Report attached to minutes.

ADJOURNMENT

Stephanie Case adjourned the meeting at 7:35pm

Next Meeting January 20, 2021

Minutes submitted by Kathy Street

OTLD-BRD	CHECKOUT	218	46
OTLD-BRD	RENEWAL	55	26
OTLD-HEP	CHECKOUT	215	41
OTLD-HEP	RENEWAL	41	14
OTLD-IR	CHECKOUT	355	53
OTLD-IR	RENEWAL	64	22

Branch	Patrons	Computers	Reference

Boardman	150	26	10
Heppner	140	24	6
Irrigon	163	36	20
Total	453	86	36

TumbleBooks	*34*
RB Digital	*11*
Overdrive	523 total
DPIL	236 enrolled 101 graduated
Lynda	18 active users 46 views