



Board of Trustees

Meeting Minutes

Thursday, February 13, 2025, 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/93325770929?pwd=YqxZl3iPw7xglllDfPfbSwgGqdM2Aq.l>

Meeting ID: 933 2577 0929

Passcode: 300834

RECORDING NOTICE: This meeting will be recorded via Zoom

Attendees:

- **Staff:** [y] Sarah Beeler, [y] Cindy York
 - **Trustees:** [n] Sandy Kerbow, [y] Mark Maboll, [y] Natalie Good, [y] Keya Rohovit-Wrolson, [y] Michael Stremme
 - **Guests:** Debbie Stremme, guest
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- **Call to Order:** Michael Stremme called the meeting to order at 5:20pm. Mark Maboll made a motion to approve the agenda. Natalie Good seconded the motion. Agenda approved.
 - **Public Comment:** None at meeting and none online.
 - **Consent agenda:** Mark Maboll made a motion to approve the January meeting minutes, as amended. Natalie Good seconded the motion. January meeting minutes were approved as amended. No meeting was held in December.
 - **Conflicts/potential conflicts of interest:** None
 - **Reports:**
 - i. Friends: The Friends are a well-oiled machine and provide funds for special library programs and events. We appreciate their efforts so much! They are looking for a secretary. They also need additional volunteers to help at their book sales.
 - ii. Circulation services: Cindy shared a graph comparing circulation statistics based on the population of Crook County. She shared the percentage of patrons with library cards in 2013 (64%), 2020 (35%) and 2024 (25%). The current percentage of library card holders in Crook

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with ORS 192.660.

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County is low compared to other libraries in Oregon. Outreach to rural areas in Crook County remains a high priority as identified in the Strategic Plan.

iii. Director's report:

- i. Bids to install an EV Charging station have been received, \$25,861.22. ODOT's Community Charging Rebates program has pledged \$12,500. Pacific Power will open three grant opportunities on March 3rd.
- ii. Bids for a second cultural site analysis have been received, \$13,290. Once funds are allocated, and the second cultural site analysis has been completed, the report will be sent to Oregon Department of State Lands. The total cost for the 20-year lease is \$67,000.
- iii. Liz Knapp, grant writer, was hired to prepare a large EPA Community Change grant for the proposed Juniper Canyon project. The grant was submitted in November. We are not sure what will happen with this grant given the current administration. Sarah welcomed the chance to learn how to write large grants from Liz.
- iv. The ODHS Resilience Hubs and Networks grant has made the Library a grant-award offer of \$80,000 to purchase a backup-generator. Total cost for the generator (excluding site prep, maintenance, inspections, and installation) is approximately \$87,000. The Library's budget will need to make up the difference unless additional funding is secured.
- v. The old Encore catalog needs to be phased out by April of 2026. Jefferson County Library District and Crook County Library will be moving to the Vega Discover catalog. A meeting has been scheduled to update the contract with Deschutes Public Library in March. Another meeting will be held to discuss the next steps as JCLD and CCL move to an ADA compliant catalog. The CCL contract with Deschutes was distributed to board members.
- vi. The Crook County Legal Department has been contacted and asked to provide an extra sentence in the Crook County Library Board of Trustees Bylaws to allow the Chair/Board to cancel a meeting.
- vii. Sarah Distributed a copy of the draft FY26 budget. A budget meeting has been scheduled with the Finance Department. Approval of the FY26 budget will be added to the agenda for the March 13th meeting.

- **Next meeting:** Thursday, March 13, 2025, Broughton Community Room, 5:15pm, Crook County Library, 175 NW Meadow Lakes Dr., Prineville, OR 97754, 541-447-7978.
 - i. Approval of February meeting minutes.
 - ii. Approval of January Financials (if available).
 - iii. Approval of FY26 Budget.
- **Adjournment:** Mark Maboll made a motion to adjourn the meeting. Keya Rohovit-Wrolson seconded. Meeting adjourned at 5:50pm.

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