*Fern Ridge Library Board of Directors Meeting*

Wednesday, March 12, 2025

7:00pm

Meeting conducted live and virtually via ZOOM

**Board Members:** Erik Carlstrom, Jennifer Chambers, Olivia Johnson

**Absent Excused:** Jerri Moore; Steve Recca

**Staff**: Director: Colin Rea

Business Manager: Lesley Steppan

**Public:** None

**Invited Guests:** Pierre Robert

**OPENING**

**Call to Order**

Chair E. Carlstrom called the meeting to order at 7:05pm.

**Review agenda**

No changes to the agenda.

**Review minutes**

The minutes of the February 2025, board meeting stand as presented.

**Hearing of Patrons**

None present.

**Correspondence**

None.

**ITEMS OF BUSINESS**

**CBA Negotiations**

Board Chair E. Carlstrom opened an executive session at 7:07.

Having made no decisions, Board Chair Erik Carlstrom closed the executive session at 7:44.

**Review Director job description and begin performance review**

Board Chair E. Carlstrom awaits review forms from all board members. The job description has been reviewed and consensus of the board is that it adequately describes the duties of the district director.

**Review Staff Evaluation form (Biennial)**

The evaluation form used by the district has not changed since last review. A formatting error was corrected on the final page.

**REPORTS**

**Chair – E. Carlstrom**

Nothing to report.

**Director – C. Rea**

A written report was included in the board packet. A short discussion of the number of hotspots that will be kept in circulation followed a question from E. Carlstrom.

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**Financial – L. Steppan**

The January financial report was distributed with the board packet material. The special revenue fund shows fully expended.

Copies of the audit were distributed during the meeting. The audit, as usual, was very clean. The auditor asked for an extension but this was denied by the state. The district

**Foundation & Grants – C. Rea**

The Foundation just completed their yearly planning session. The group is very strong right now and has several new members. C. Rea indicated that the Foundation would be interested in the possibility of revolving participation by library board members rather than just that of the ex-officio chair.

**Friends – J. Moore**

No report.

**LCOG – S. Recca**

No report.

**POLICY REVIEW**

No review.

**FOR THE GOOD OF THE ORDER**

Spring break begins in 9 days.

Erik’s daughters’ basketball team took second place in their last tournament of the season.

**SUGGESTIONS FOR NEXT MEETING**

Executive sessions will need to be noticed until a new CBA is signed.

Chair E. Carlstrom adjourned the meeting at 8:10pm.

Respectfully,

Colin Rea, Library Director