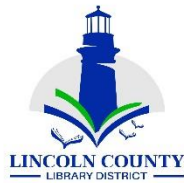


**Lincoln County Library District Board Regular Meeting
 Wednesday December 18 2024
 132 NE 15th & Zoom
 Newport, OR 97365**

Agenda		
Call Regular Meeting to Order		President
Approval of the Agenda		President
Topic	Lead	Purpose Outcome
Public Comment	President	Anyone may speak at this time
Minutes November 20	President	Approval
Reports		
Board Reports	Board Members	Information
Director's Report	Director	Information
Financial Report	Director	Acceptance
Old Business		
Declining insurance – compensation?	Director	Discussion
2024-25 library allocations	Director	Approval
Migration update	Director	
New Business		
Good of the Order		
Next District Board Meeting January 15, 2025		Information
Adjourn	President	Motion



**Lincoln County Library District Board Regular Meeting
 Wednesday November 20 2024
 132 NE 15th & Zoom
 Newport, OR 97365**

Present: Chris Boyle (chair), Carla Clark (vice-chair), Virginia Tardaeweather, Tim Merrill, Susan Garner, Bryan Miyagishima (secretary)

Agenda		
Call Regular Meeting to Order		President <i>Meeting called to order at 10:05 AM</i>
Approval of the Agenda		President
Topic	Lead	Purpose Outcome
Public Comment	President	Anyone may speak at this time
Minutes October 16	President	Approval <i>Virginia (motion to approve), Susan second, approved unanimously</i>
Reports		
Board Reports	Board Members	Information <i>The Toledo umbrella parade and umbrella decorating went well. The Dia de los Muertos event was attended by Bryan and was very well attended by the community. The Siletz Friends facilitated the pruning of the shrubs on the south side of the library which is a big help with security.</i>
Director's Report	Director	Information
Financial Report	Director	<i>Acceptance Susan (move to accept), Tim second, accepted unanimously</i>
Old Business		
New Business		
Declining insurance – compensation?	Director	Discussion <i>Tabled until Bryan gathers more information</i>

2024-25 library allocations	Director	Approval <i>Tabled until December meeting</i>
Local membership fees	President	Approval <i>Bryan will gather information regarding Rotary and Chamber of Commerce membership fees</i>
Good of the Order		
Next District Board Meeting December 18 2024		Information
Adjourn	President	Motion

Director's notes

- Met with Coastal library partners to create and approve MOU for sharing of materials as well as bylaws for the new consortium
- Met with Natalia Fernandez, Oregon State University archivist, to learn about changes to subject headings using anti-racist language
- Recorded podcast with Oregon Library Association Equity, Diversity, and Anti-Racism committee with guest, Jamia Williams, from the National Library of Medicine
- Completed Ready to Read summer grant report for the State Library
- Met with Public Library Statistics committee – this is a committee organized by the State Library to consult on annual statistics gathering
- Met with Jeanette Compagna from the OCCC Foundation Board, along with Chris Boyle
- Met with Darci Adolf from Oregon Coast Community College to discuss plans about her successor

Financial Snapshot Dec. 16, 2024

Checking Account: **\$58,083.29**

Money Market Acct: **\$5,399.98**

Oregon LGIP: **\$1,857,759.95**

Date	TransactionType	SharePrice
12/05/2024	Transfer from Lincoln County Treasurer - LINCOLN COUNTY TREASURER	\$79,042.49
12/03/2024	Redemption - ACH Redemption	-\$50,000.00
12/02/2024	Accrual Income Div Reinvestment - Distributions	\$4,161.34
12/02/2024	LGIP Fees - ACH Redemption (1 @ \$0.05 - From 6364) - December 2024	-\$0.05
11/27/2024	Transfer from Lincoln County Treasurer - LINCOLN COUNTY TREASURER	\$296,061.21
11/21/2024	Transfer from Lincoln County Treasurer - LINCOLN COUNTY TREASURER	\$2,880.98
11/20/2024	Transfer from Lincoln County Treasurer - LINCOLN COUNTY TREASURER	\$602,144.16
11/15/2024	Redemption - ACH Redemption	-\$30,000.00
11/15/2024	Transfer from Lincoln County Treasurer - LINCOLN COUNTY TREASURER	\$267,477.74
11/08/2024	Transfer from Lincoln County Treasurer - LINCOLN COUNTY TREASURER	\$235,082.17
11/01/2024	Accrual Income Div Reinvestment - Distributions	\$2,057.95
11/01/2024	LGIP Fees - ACH Redemption (2 @ \$0.05 - From 6364) - October 2024	-\$0.10
10/29/2024	Redemption - ACH Redemption	-\$30,000.00

November 2023 balance: **\$1,604,100.04**

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Payroll

July	August	September	October	November	December
\$25,433.77	\$25,565.06	\$26,732.74	\$27,516	\$25,785.59	
January	February	March	April	May	June

Upcoming major expenses (bills have been paid with check or CC, may not be reflected in activity)

ISLER CPA - \$10,000 (annual audit and financial statement)

Erin McCusker (strategic planning) - \$1,080

Useful – software that controls public access computers at Siletz Library - \$1,434

Streamline (LCLD website software) - \$1,512

Lincoln County Library District
Statement of Activity by Customer
November 2024

	TOTAL	
	Nov 2024	Jul - Nov, 2024 (YTD)
Revenue		
4000 Revenues	0.00	0.00
4020 Chinook Library Network	0.00	10,440.79
4080 Siletz	0.00	0.00
4082 Siletz-City of Siletz	0.00	4,000.00
4084 Siletz-Miscellaneous	1,630.00	1,700.00
Total 4080 Siletz	\$ 1,630.00	\$ 5,700.00
4090 State Forestry	2,880.98	14,603.02
4106 Property Tax Revenue 22-23	1,186.82	8,357.99
4107 Property Tax Revenue 23-24	1,745.07	21,501.15
4800 Interest Income	4,388.25	14,697.43
4900 Miscellaneous Income	0.00	1,605.18
Total 4000 Revenues	\$ 11,831.12	\$ 76,905.56
4108 Property Tax Revenue 24-25	1,397,606.52	1,397,606.52
Total Revenue	\$ 1,409,437.64	\$ 1,474,512.08
Gross Profit	\$ 1,409,437.64	\$ 1,474,512.08
Expenditures		
5000 Personnel Services	0.00	0.00
5100 Salaries and Wages	27,516.17	126,379.71
Total 5000 Personnel Services	\$ 27,516.17	\$ 126,379.71
5200 Payroll Taxes	2,292.86	10,418.09
5250 Payroll Fees	240.60	1,189.50
5300 Employee Benefits	0.00	0.00
5305 Health Benefits	5,883.13	25,014.23
5310 Retirement Benefits	0.00	3,797.39
Total 5300 Employee Benefits	\$ 5,883.13	\$ 28,811.62
6000 Materials and Services	0.00	0.00
6010 Professional Services	0.00	0.00
6011 Accounting Services	2,950.00	6,313.00
6015 Misc. Services	0.00	195.00
Total 6010 Professional Services	\$ 2,950.00	\$ 6,508.00
6030 General Office Expenses	0.00	0.00
6031 Office Supplies	0.00	383.41
6032 Office Equipment	0.00	346.10
6033 Online Expenses	72.00	360.00
6040 Copier Lease	71.01	1,106.53
6050 Mileage	0.00	298.95
6060 Postage	0.00	78.82
6065 Professional Materials	754.00	2,262.00
6070 Public Relations	14.95	644.30
6075 Rent and Utilities	0.00	0.00
6076 Electricity	0.00	168.35

6077 Maintenance and Supplies	517.74	2,002.55
6080 Telephone and Internet	179.96	938.82
6081 LCLD Garbage	0.00	136.05
6082 LCLD Water	97.67	427.34
Total 6075 Rent and Utilities	\$ 795.37	\$ 3,673.11
6105 Vans	0.00	0.00
6106 Fuel	227.28	1,279.20
6107 Maintenance	0.00	557.68
Total 6105 Vans	\$ 227.28	\$ 1,836.88
Total 6030 General Office Expenses	\$ 1,934.61	\$ 10,990.10
6300 Travel/Training/Membership	0.00	0.00
6310 Membership Fees	138.00	346.00
6320 Registration/Training/Travel	0.00	176.71
6321 Registration	0.00	25.00
6322 Travel/Meals/Housing	34.25	322.43
Total 6320 Registration/Training/Travel	\$ 34.25	\$ 524.14
Total 6300 Travel/Training/Membership	\$ 172.25	\$ 870.14
6400 Operating Fees/Insurance	0.00	0.00
6420 Election Fees	0.00	2,442.00
Total 6400 Operating Fees/Insurance	\$ 0.00	\$ 2,442.00
6500 Reimbursement/Library Development	0.00	0.00
6505 Contracted Library Services	0.00	7,876.72
6510 Cataloging/Interlibrary Loan/Reference	0.00	0.00
6511 OCLC	0.00	57,136.32
Total 6510 Cataloging/Interlibrary Loan/Reference	\$ 0.00	\$ 57,136.32
6520 Library Development	0.00	62,765.91
6521 Support Local Libraries	0.00	0.00
6524 Summer Reading Programs	0.00	249.70
Total 6521 Support Local Libraries	\$ 0.00	\$ 249.70
6525 Online Databases	0.00	0.00
6526 Library2Go (Overdrive)	0.00	6,501.34
Total 6525 Online Databases	\$ 0.00	\$ 6,501.34
6550 Siletz	0.00	0.00
6551 Materials, Supplies and Services	26.14	472.10
6554 Siletz Electricity	164.19	922.63
6555 Siletz Collection Development	308.43	2,965.66
6557 Siletz Copier Lease	40.00	452.00
6558 Siletz Internet and Phone	0.00	805.76
6559 Siletz Gas	34.44	129.17
6560 Siletz Alarm	0.00	88.56
6562 Siletz Repair & Maintenance	0.00	247.50
Total 6550 Siletz	\$ 573.20	\$ 6,083.38
Total 6520 Library Development	\$ 573.20	\$ 75,600.33
6600 Library Reimbursement	0.00	0.00
6601 Lincoln City	0.00	21,372.75
6602 Newport	0.00	24,881.50
6603 Toledo	0.00	9,161.33
6604 Waldport	0.00	22,754.25
Total 6600 Library Reimbursement	\$ 0.00	\$ 78,169.83

Total 6500 Reimbursement/Library Development	\$	573.20	\$	218,783.20
6700 Bank Charges & Fees		44.05		240.23
Total 6000 Materials and Services	\$	5,674.11	\$	239,833.67
7000 Capital Outlay		0.00		0.00
7022 Debt Service - Principal		442.17		2,188.96
7023 Debt Service - Interest		1,956.03		9,802.04
7024 Escrow Fees		15.00		75.00
Total 7000 Capital Outlay	\$	2,413.20	\$	12,066.00
Total Expenditures	\$	44,020.07	\$	418,698.59
Net Operating Revenue	\$	1,365,417.57	\$	1,055,813.49
Net Revenue	\$	1,365,417.57	\$	1,055,813.49

Monday, Dec 16, 2024 11:44:30 AM GMT-8 - Cash Basis