
District Board – January Meeting

When: January 8, 2025
5:30 p.m.

Where: Library Administration
507 NW Wall St. Bend, OR
Zoom: <https://zoom.us/j/98807727095>

MINUTES

ATTENDEES

Present were Board Members President Ann Malkin, Erin Trimble, Anne Ness, Bunny Thompson, and Betsy Tucker.

CALL TO ORDER

President Ann Malkin called the meeting to order at 5:30 p.m.

WELCOME

Malkin welcomed all attendees to the meeting.

MINUTES

Ness moved to approve the consent agenda. Thompson seconded. Trimble, Ness, Malkin, Thompson, and Tucker voted in favor. The motion carried.

PUBLIC COMMENTS – LIMITED TO 20 MINUTES

None

GOVERNANCE PROCESS

- **Education: Intellectual Freedom**
Technical Services Manager Emily O’Neal shared a presentation on intellectual freedom which is attached for more detail.
- **Bond Updates**
 - ◆ **Owner’s Representative Report**
Owner’s Representative Greg Holcomb provided an update on the bond program.
 - **Decision: Early Learning Fabricator Central Library**
Thompson moved to provide the library director with signing authority up to \$2,170,000.00 for the central library early learning fabricator technical design, prototype services, component fabrication and installation. Trimble seconded. The motion carried unanimously.
- **Education: Library Facilities**
Business Services Manager Robert Guzzo presented on DPL’s Asset Protection policy. Guzzo’s presentation is attached for further detail.

- **Monitoring: Asset Protection**

Trimble moved that the library district is in compliance with the Asset Protection Executive Limitations Policy. Tucker seconded. The motion carried unanimously.

LIBRARY NEWS

- ◆ Acoustical tiles will be installed in the staff room in the Sunriver Library as well as a waste water pipe needing repair which may interrupt service to one of the bathrooms. Logistically, that may require some closure. A timeline has not been established.
- ◆ A “media day” is scheduled in Redmond on Friday, January 10 from 9:30 – 11:00. Includes local press, city officials, Redmond Parks & Rec, Redmond School District, etc.
- ◆ Soft opening for Redmond Library is January 21st. Beginning January 21, Redmond hours will be reduced for two weeks so staff can adjust to the new building.
- ◆ Dunkelberg provided the board with the list of upcoming and future conferences. For budgeting purposes, Dunkelberg will need to know which conferences the board members would be interested in.

FOUNDATION NEWS

- ◆ The foundation board held their monthly meeting in December at the Redmond Library.
- ◆ A new member has joined the foundation.
- ◆ Finalizing the Author! Author! series for 2025.

CRITICAL COMMUNICATION

No critical information was identified at this time.

SELF-REVIEW OF THE MEETING

Trimble: Appreciated O’Neal’s presentation and learning about the historical background on Intellectual Freedom.

Thompson: Appreciated all the staff presentations.

Ness: Good meeting. Appreciated Holcomb’s report that all projects are on track and on budget. Also appreciated O’Neal and Guzzo’s presentations.

Tucker: Appreciated O’Neal’s presentation and the emphasis on accepting all suggestions, complaints and concerns of the customers.

Malkin: Appreciate that the staff makes sure that everyone’s voice is heard and that no one feels left out of the process. DPL is very outward-facing in the community.

Dunkelberg: February board meeting will be held in admin. The annual calendar will be included in the February packet. Echoed all board members’ comments on the presentations.

The meeting adjourned at 7:59 p.m.

ATTEST

Todd Dunkelberg
Library Director