



# UMATILLA COUNTY SPECIAL LIBRARY DISTRICT

Strengthening our community libraries

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## Minutes

### Board of Directors Meeting

December 18, 2025, at 12:00 pm  
District Office (425 S. Main St., Pendleton Oregon) & via Zoom

#### ATTENDANCE BOARD

Judy Bracher  
Nick Nash, President  
John Thomas

Caty Clifton  
Kathy Thew, Vice President

#### ATTENDANCE STAFF

Heather Estrada, District Director  
Dea Nowell, Technical Services Manager (via Zoom)

#### ATTENDANCE - VISITORS

None

#### CALL TO ORDER

Board President Nick Nash called the regular Board Meeting to order at 12:03 pm.

#### CALL THE ROLL & ESTABLISH QUORUM

Heather Estrada stated that we have Board Members Judy Bracher, Kathy Thew, Caty Clifton, and Nick Nash are in person in the office, so we have a quorum. [John Thomas arrived near the end of the calendar update.]

#### APPROVAL OF THE AGENDA

Heather shared that we had received the November financials. Caty Clifton moved to approve the agenda with a note about the November financial reports. Kathy Thew seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, and Kathy Thew).

#### PUBLIC COMMENT

None.

#### MINUTES

Board Meeting: November 20, 2025 - Judy Bracher moved to accept the November 20<sup>th</sup> minutes as presented. Kathy Thew seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, and Kathy Thew).

#### CALENDAR UPDATE

Heather Estrada asked the Board's opinion about travel options around attending the CIS conference's first day, February 25<sup>th</sup>, which has a specialized track for the small municipalities. The Board's consensus was to fly Boutique to Portland and rent a car to drive to and from Salem.

#### CORRESPONDENCE

Heather Estrada shared the only correspondence was a Christmas card from the Dolly Parton Imagination Library's Oregon staff.

## REPORTS

### FINANCIAL STATEMENTS & BANK RECONCILIATIONS – October & November 2025

It was noted that these two statements represent the lowest and highest amounts for the year. Caty Clifton moved to approve the October and November 2025 accountant's reports and bank/pool balances, subject to audit. Kathy Thew seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas).

### STAFF MONTHLY REPORTS

Heather Estrada stated that she and Kristin Williams [BMCC Library Director] are working together to bring *The Librarians* to the County. It will be shown March 5<sup>th</sup> at BMCC, and March 9<sup>th</sup> at the BMCC Hermiston campus. Each showing will be followed by a discussion – Independent Lens and PBS Books are providing the discussion materials.

Heather also noted that the audit is 100% done. She also shared that in the first week of December the temporary injunction regarding the IMLS lawsuit has become permanent, meaning that IMLS cannot be dismantled. This is a positive thing.

Caty Clifton noted that she was once again astonished by Monica's numbers. She also asked Dea a question about the reports with the site visits, which Dea shared are reports she regularly runs in conjunction with site visits for clean-up in the catalog.

### BOARD TRAINING: UPDATES TO ETHICS LAW

Heather Estrada shared the change to the government ethics law, beginning January 1, 2026. The "Conflict of Interest" provisions that apply to public officials; specifically, that anyone living in a household of a public official is now considered any member residing in their household. Otherwise, it is still the same in terms of applying to public officials, their relatives, and members of their house, and any business that a public official, or their relative, or a member of their household is associated with.

## OLD BUSINESS

### URBAN RENEWAL AREA – LATEST – JAN. 20<sup>TH</sup> MEETING

Heather Estrada shared that she had talked with Mark Mulvihill at IMESD, and he thinks that it would be more beneficial for the Board to make comments than comments coming from a staff member. Heather also shared some thoughts on possible ask(s) – consortia subscription(s) to Library IQ and to Comics Plus. Nick Nash commented that we should check with them before the meeting regarding our ask(s) and put into the intergovernmental agreement for the length of the URA, in case Library IQ goes down that we would like to see a replacement. Caty Clifton stated she would like to see what a percentage cost-wise would look like of the loss revenue over time versus our ask(s). Heather noted that the first meeting is January 20<sup>th</sup> and that the April meeting is the time to make ask(s) according to what Melissa Ince stated, though she will double check this with Melissa. A question was asked as to whether the tax assessor has looked at their proposal. Heather also noted that she reached out to SDAO and MaryKay Dahlgreen responded, but nothing more back from them yet. There was also conversation of who was available to attend, and Heather was asked to send a reminder text out a couple of days prior to the meeting.

## NEW BUSINESS

### SCHEDULE BOARD RETREAT DATE

Heather Estrada and the Board Members discussed possible dates and came up with January 31<sup>st</sup>, 1-4 pm with an early dinner to follow. The location will be determined based on a cost comparison of some suggested options. Topics to include strategic action plan

check in, including the community needs assessment; a tutorial on enterprise zones, etc., from the County; a conversation regarding broad grant writing training for libraries. The last topic was discussed a bit as to what it might look like, where the need is right now, strategies, etc. It was suggested to possibly send out a survey after the 1<sup>st</sup> with questions to gauge investment needed, etc.

#### POLICY – Surplus Property Disposal Policy

After reviewing whether price figures were still being valid and realizing that all are subject to change as needed, Caty Clifton moved to note that the Surplus Property Disposal Policy had been reviewed and approved. John Thomas seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, and John Thomas).

#### GOOD OF THE ORDER

Dea Nowell commented on the topic of AI and library materials training about 2 upcoming webinars in January, as well as two (2) related articles which have been sent out to the libraries following her site visits. Board Members expressed interest in the articles and Dea noted that she would send them out to them. Dea also noted that publishers and/or authors from big publishing houses are putting statements in books about them not to be used for training AI, etc.

Heather Estrada also noted that the libraries would like to have a session on the topic at an in-service.

A Merry Christmas was wished to everyone, as well as a happy and prosperous new year.

#### NEXT DISTRICT BOARD MEETING

The next Board Meeting will be on January 22, 2026, at 5:30 pm.

#### ADJOURN

Nick Nash entertained a motion to adjourn the meeting. John Thomas moved, and Judy Bracher seconded the motion. The motion passed unanimously (voting for: Judy Bracher, Caty Clifton, Nick Nash, Kathy Thew, John Thomas). The meeting was adjourned at 1:11 pm.

Respectfully submitted by Dea Nowell