

AGENDA

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING

March 11, 2008

3:30 p.m.

Location: Dufur School/Community Library
802 NE 5th St., Dufur, Oregon

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 - A. Approval of February 19, 2008 Library Board Meeting Minutes
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. DISCUSSION
 - A. Discussion Regarding Library District With State Librarian Jim Scheppeke
- V. LIBRARY DIRECTOR'S REPORT
- VI. SHARED CONCERNS OF THE BOARD
- VII. OLD BUSINESS
 - A. Library District Goals
- VIII. NEW BUSINESS
 - A. 2008-2009 Proposed Library District Budget
 - B. LSTA Grant Project Concept
- IX. REPORTS

A. Financial Report

X. ADJOURNMENT

A. Set Next Meeting Date and Location

B. Adjourn

MINUTES SUBJECT TO
COMMISSION APPROVAL
AT ITS NEXT REGULAR
SESSION

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING MINUTES

March 11, 2008

COMMISSION PRESENT: Chairman Mary Beechler, Cindy Johnson, Corliss Marsh,
and Diana McElheran

COMMISSION ABSENT: CeeCee Anderson

STAFF PRESENT: District Librarian Sheila Dooley, Southern Wasco County Librarian
Sarah Hennessey, and Dufur School/Community Librarian Louise Walkowiak

GUESTS PRESENT: Maupin City Recorder DeOra Patton, Maupin City Mayor Dennis
Ross, and Oregon State Librarian Jim Scheppke

The meeting of the Wasco County Library Service District Board was called to order at
3:30 p.m. by Chairman Mary Beechler.

MINUTES

Corliss Marsh made a motion to approve the minutes of the February 19th meeting.
Diana McElheran seconded the motion and it was approved unanimously.

RECOGNITION OF VISITORS AND INTERESTED PARTIES

DeOra Patton, Dennis Ross, and Jim Scheppke were introduced to the Board.

DISCUSSION

A. Discussion Regarding Library District With State Librarian Jim Scheppke
Jim Scheppke reported that the Wasco County Library Service District is only one of two
success stories in Oregon. There has been only one other LSTA grant funded feasibility
study that has resulted in the formation of a new district in Oregon.

Jim Scheppke said the State Library would like the district to have a solid governance
and organizational structure that did not involve intergovernmental agreements with each

entity. He suggested having a consultant such as Ruth Metz or Michael Gaston assess our situation and work out a long-term plan. He estimated the cost at approximately \$15,000.

Mary Beechler asked how other districts in Oregon are structured. Jim Scheppke said most consist of one organization with a librarian and staff, the library board is the governing body and the board acts as the fiscal agent. Corvallis-Benton is an example of a county library service district that contracts with a city (Corvallis) to operate the district libraries.

Corliss Marsh asked if there are any library districts that include a school. Jim Scheppke said Wasco County is the first library district to do so.

Mary Beechler said she is still trying to understand the intergovernmental agreements. Sheila Dooley will send the Board copies of the approved agreements.

Sheila Dooley asked if there are other library districts in Oregon that have the distances between libraries that Wasco County does. Jim Scheppke said both Klamath County and Baker County have branches that serve large areas.

Corliss Marsh made a motion to include \$15,000 in the 2008-2009 library district budget to hire a consultant to help the district move forward with the possibilities for a unified governance plan. Cindy Johnson seconded the motion and it was approved unanimously.

LIBRARY DIRECTOR'S REPORT

Mary Beechler reported that the reports are now written in order to speed up the meetings. Corliss Marsh said Sheila Dooley had a correction to make to her report. Sheila Dooley told the Board that Barbara Telfer is working 40 hours per week on a temporary basis while Tara Severson is on a family medical leave to care for her newborn son.

OLD BUSINESS

A. Library District Goals

Sheila Dooley reported that Marti Kantola is planning to come to the April 8th Library Board meeting to continue working on the goals with the Board. In the meantime Marti suggested that the goals be reviewed using the criteria list. Sheila will email the goals and criteria list to the Board members.

NEW BUSINESS

A. 2008-2009 Proposed Library District Budget

DeOra Patton said the intergovernmental agreement with Maupin wasn't signed until mid January. She is working on totaling the current expenditures and carryover then will be preparing the Maupin branch budget.

Sheila Dooley presented the proposed district budget and budget for The Dalles branch, which includes countywide services. Louise Walkowiak suggested asking Trust Management Services to fund digital cameras for each public library.

Jim Scheppke reported that the Gates Foundation will be donating computers again through its online grant opportunity program during the next fiscal year to libraries that qualify. A 25% match will be required. Corliss Marsh asked if computers donated by Google would qualify for the match.

Corliss Marsh said more funding for programming for adults should be added to the proposed budget. Jim Scheppke said the Oregon Council for the Humanities and Oregon Reads are two sources of programs for next year.

DeOra Patton will include a computer in the Maupin branch budget as a back up in the event the Trust Management Services request is denied.

Corliss Marsh said the Wasco County Cultural Trust most likely would not fund a request from The Dalles branch next year as it has been funded three times already. She suggested one of the other libraries apply for funding next year instead.

Mary Beechler asked how many years it would be before the City of The Dalles would not have to fund the library until tax monies are received. Sheila Dooley said \$50,000 per year is the minimum being set aside in the unappropriated balance. Approximately \$400,000 will be needed this next year to fund all three libraries until December.

Mary Beechler asked if there was enough funding for training and conferences. Sheila Dooley said there was \$10,243 budgeted between the two line items ("Travel, Food and Lodging" and "Training and Conferences"), which should be enough.

Mary Beechler asked about budgeting to change operating systems. Sheila Dooley said the library uses the same operating system as the City of The Dalles.

Mary Beechler proposed building up a reserve fund for technology needs at the rate of \$3,000 to \$5,000 per year. The other Board members agreed.

Sheila Dooley will make the suggested changes to The Dalles branch budget and email it to the members. A Board meeting will be held if necessary. No changes were made to the Dufur branch budget.

B. LSTA Grant Project Concept

Sheila Dooley reported that she and Suzy Goolsby have had discussions with Ann Reed at the State Library regarding an LSTA grant project idea. The purpose of the project would be to serve people in the district who are physically unable to visit one of the branches. The amount of the proposed grant request is \$49,200. It would fund a van and activity kits.

Sarah Hennessey reported that she and Suzy Goolsby had met with the Superintendent of the school district in Maupin. His vision was to use a school bus to deliver books during the summer. This project would be in line with those plans.

Jim Scheppke said we need to present a strong vision of programming and what the public will receive in the way of comprehensive outreach. Involving hybrid technology in the choice of vehicle would give the project pizzazz.

Corliss Marsh suggested involving a second funder such as Google to provide mobile technology to allow for checking out books on the highway. Jim Scheppke said adding a partner as an in-kind contribution could be part of the application due in August.

Jim Scheppke asked if the library was involved in the Library 2 Go Project, which provides downloadable audio books. Sheila Dooley said the Gorge LINK libraries would be joining as a group in July. Mary Beechler suggested including MP3 players for people to use with the audio books as part of the LSTA grant project request.

REPORTS

A. Financial Report

The financial report was presented for information.

DeOra said Maupin would probably renew its intergovernmental agreement as is. One of the goals for the Maupin branch is increased public hours. They would like to have Sarah Hennessey do outreach in order to have a visible presence in the community and to encourage people to use the local library.

ADJOURNMENT

At 4:56 p.m. the meeting was adjourned by Chairman Mary Beechler. The next meeting will be held on April 8th at 3:30 p.m. at The Dalles-Wasco County Library meeting room.