

A G E N D A

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING

October 14, 2008

3:45 p.m.

Location: Southern Wasco County Library
410 Deschutes Avenue, Oregon

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 - A. Approval of September 2, 2008 Library Board Meeting Minutes
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. DISCUSSION
 - A. Discussion Regarding Goal Status
- V. LIBRARY DIRECTOR'S REPORT
- VI. SHARED CONCERNS OF THE BOARD
- VII. NEW BUSINESS
 - A. Recommendation Regarding Internet Computer Use Policy
- VIII. REPORTS
 - A. Materials Expenditures Report
 - B. Library District Financial Report
 - C. Financial Report for The Dalles-Wasco County Library
- IX. 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

October 14, 2008

COMMISSION PRESENT: CeeCee Anderson, Mary Beechler, Corliss Marsh, and
Diana McElheran

COMMISSION ABSENT: Cindy Johnson

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

GUESTS PRESENT: Library Clerk I Rita Squires

The meeting of the Wasco County Library Service District Board was called to order at
3:50 p.m. by Chairman Mary Beechler.

MINUTES

Corliss Marsh made a motion to approve the minutes of the September 2nd meeting.
CeeCee Anderson seconded the motion and it was approved unanimously.

RECOGNITION OF VISITORS AND INTERESTED PARTIES

Library Clerk I Rita Squires was introduced to the Board.

DISCUSSION

A. Discussion Regarding Goal Status

There was a discussion of the Marketing/Public Relations Goal. Rita Squires reported
that the October library newsletter was given to *The Dalles Chronicle* and may be used
for a monthly column. In regards to promoting the library through public service
announcements, Mary Beechler asked if this activity has changed in the past 2 years.
Sheila Dooley said the level has increased as there are now many more events due to the
new library district.

Sarah Hennessey reported that she sends Southern Wasco County Library and Gorge LINK information to the *Wantum Rock*. Diana McElheran said she would like more countywide event information included.

There was a discussion of the newsletter format. Corliss Marsh suggested having a folded newsletter printed on 11" x 17" paper to make it less expensive to mail.

Sheila Dooley reported that she has asked about having an invitation to receive a library newsletter printed on the City of The Dalles water bill. Mary Beechler suggested asking the Wasco Electric Coop to include library newsletter information on its bill. Corliss Marsh said to post the website link on the bill. Sarah Hennessey stated that not everyone has Internet access. Mary Beechler said people could be told to either go to the website or their local library for a copy of the newsletter. Diana McElheran said in addition to inviting people to the library, let them know there are now a lot of new books.

In regards to displaying library signs, Sheila Dooley said she will bring both Read posters and newsletters to a presentation she will be making to the Chamber of Commerce on October 23rd. Mary Beechler suggested that people be invited to be in their own Read posters. Sheila Dooley will find out the cost of this. Mary Beechler said we need to build connections and find out what we can do for other groups and what they can do for us.

Mary Beechler said in order to create a library presence, the idea of a countywide mailing should be revisited. Corliss Marsh said a countywide mailing would cost a few thousand dollars.

Mary Beechler suggested creating a monthly activity calendar that the three libraries could distribute. Rita Squires said a pullout calendar could be included in the newsletter. Mary Beechler said there could be both an activity calendar to distribute and a monthly newsletter. Rita Squires said to include events happening in the meeting room and list the groups that use the room. Louise Walkowiak suggested sending information to Rita Squires and Tara Severson to post on the website.

LIBRARY DIRECTOR'S REPORT

The written reports from The Dalles and Dufur branches were presented for information. Sarah Hennessey updated the Board on the Southern Wasco County Library's activities, including the Jody Foss program attended by more than 35 people and Rick Meyers' program at Riverfest.

Sheila Dooley reported on the Libraries of Eastern Oregon's "Writing Home" anthology project. LEO is also planning a gala event at The Dalles on December 5th and is considering holding it at the Discovery Center. Corliss Marsh suggested Riverenza and the Civic's Fireside Room as alternative locations. Sheila Dooley will pass this information on to Lyn Craig of LEO.

Louise Walkowiak reported that children in Dufur will be using voting booths borrowed from the County Clerk's Office to vote for their favorite books on November 7th. The knitting group at the library has grown to 13 attendees.

REPORTS

A. Materials Expenditures Report

The report showed \$6,495 spent on library materials as of October 9th. Sheila Dooley reported that book expenditures will increase in November when tax revenues are received.

B. Library District Financial Report

The report showed no expenditures and \$3,126 in revenues received since July 1st.

C. Financial Report for The Dalles-Wasco County Library

Including encumbrances, the budget was 22% expended as of 25% of the year.

ADJOURNMENT

At 4:50 p.m. the meeting was adjourned by Vice Chairman Corliss Marsh. The next meeting is scheduled for Wednesday, November 12th, at 3:45 p.m. at the Dufur School/Community Library.