

**THE DALLES - WASCO COUNTY LIBRARY**

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AGENDA

Library Board Meeting

January 9, 2007

1:15 p.m.

- I. CALL TO ORDER
- II. MINUTES – November 14, 2006
- III. LIBRARY DIRECTOR’S REPORT
- IV. SHARED CONCERNS OF THE BOARD
- V. BUSINESS
  - A. Proposed Five-Year Capital Improvement Plan
- VI. REPORTS
  - A. Library District Project
  - B. Friends Of The Library
  - C. Library Foundation
  - D. Financial Report
  - E. Title List Of Books Purchased
  - F. Quarterly Circulation Report
- VII. ADJOURNMENT

MINUTES SUBJECT TO  
COMMISSION APPROVAL  
AT ITS NEXT REGULAR  
SESSION

Library Board Meeting  
January 9, 2007

COMMISSION PRESENT: CeeCee Anderson, Ross Cain, and Barbara Garner

COMMISSION ABSENT: Chairman Corliss Marsh and Vi Smith

STAFF PRESENT: Library Director Sheila Dooley

The meeting was called to order at 1:21 p.m. by Ross Cain

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MINUTES

CeeCee Anderson made a motion to approve the minutes of the November 14<sup>th</sup> meeting. Barbara Garner seconded the motion and it was approved unanimously.

LIBRARY DIRECTOR'S REPORT

Sheila Dooley reported that:

- the Wasco County Court approved the Formation Order for the Library District on November 29<sup>th</sup>. On November 28<sup>th</sup> a letter was sent to Mosier City residents explaining the new \$75 non-resident fee. The Hood River County Library is requiring Mosier City residents to buy a card at our library in order to use the Hood River County Library. Ross Cain asked if it is too later for Mosier City to join the district. Sheila Dooley will ask the State Library about the annexation process. Barbara Garner asked if she could use the Hood River County Library as a resident of Dufur. Sheila Dooley said Barbara could use the Hood River Library as a Gorge LINK member.
- on December 9<sup>th</sup> the Friends of the Library hosted an open house to recognize the citizens who worked to make the Library District a reality. The event was held in the meeting room and attended by approximately 100 people.
- on the same day the Friends also sponsored Victor Johnson and friends in a holiday concert attended by 66 people.
- an insect program by Gary Reed on December 2<sup>nd</sup> was attended by 65 people.
- a children's holiday program on December 22<sup>nd</sup> featured photos with Santa (Dennis Radford), Christmas crafts, and stories with a total attendance of 103 people.
- the FY 2007-2008 budget request by the Gorge LINK Members' Council is \$98,519 (a \$64 increase over the current year). The Library District's proportional share will be 36.35% of the total budget and include the libraries at The Dalles, Dufur and Maupin.
- the library roof leaked over the mezzanine walkway for the second time in two months. Dick Johnson has been looking for signs of damage. Replacement of the ADA door

openers is being postponed until June in case roof repairs are needed. Replacement of the main library roof is planned for FY 2008-2009. Ross Cain asked if the roof is still under warranty. Sheila Dooley said the roof was installed in 1993 and had a 10-year warranty. Ross Cain said Dick Johnson could contact him to discuss options for assessment of the roof and repairs.

- an application for a \$1,000 grant is being submitted to the Wasco County Cultural Trust to fund four children's programs. The programs will promote local heritage and the Library District's summer reading program.

- a birthday celebration for the late Poet Laureate William Stafford will be held on January 17<sup>th</sup> at 7:00 p.m. Poet Katherine Drabek will discuss Stafford followed by citizens reading their favorite Stafford poems.

- a book group will meet on January 30<sup>th</sup> to view the documentary *Celilo Falls and the Remaking of the Columbia River*. The group will read *Death of Celilo* by Katrine Barber then meet with the author on February 13<sup>th</sup>. CeeCee Anderson asked for flyers when they become available.

#### SHARED CONCERNS OF THE BOARD

CeeCee Anderson asked if the Library Board was still a viable group. Sheila Dooley said until told otherwise, the Board will continue to meet. The Library District doesn't take effect until July 1<sup>st</sup>.

#### BUSINESS

##### A. Proposed Five-Year Capital Improvement Plan

Sheila Dooley pointed out several additions to the CIP including 4 PCs for FY2007-2008 for use with the new Gorge LINK software. Replacing the underground water lines is proposed for FY 2009-2010.

Barbara Garner asked about replacing the front decking. Sheila Dooley said most of the decking is 40 years old and starting to sag. It will be replaced over a period of 2 years.

Ross Cain asked what progress is being made on the repair of the bears. Sheila Dooley said Jeff Stewart will be repairing them sometime this month but they won't be put outside until they can be better protected. CeeCee Anderson suggested attaching them to the tree. Sheila Dooley said she would discuss this with Jeff Stewart but didn't think one of them would fit on the tree very well.

Ross Cain asked if a security system is included in the CIP. Sheila Dooley said she has a quote for a system but hasn't included it. After a discussion, it was decided to include a video security system in the proposed CIP.

Ross Cain suggested inspecting the library carpet for signs of wear.

#### REPORTS

##### A. Library District Project

Sheila Dooley reported that the LSTA grant project to convert the holdings of the Dufur and Maupin libraries onto the Gorge LINK system has been postponed to at least March due to Congress not having appropriated the funds yet. During December Gorge LINK System Manager Jayne Guidinger and Sheila Dooley made site visits to the libraries at Dufur and Maupin.

The library stations at Shaniko and Tygh Valley will be able to access Gorge LINK over the Internet but will not have circulation modules. Shaniko doesn't have access to a DSL line and Tygh Valley lacks the necessary staffing.

A summary of the proposed Library District services for Dufur, Maupin, Shaniko, and Tygh Valley was included in the Library Board packets.

#### B. Friends Of The Library

CeeCee Anderson reported that the next book sale is scheduled for March 3<sup>rd</sup>. Sheila Dooley said the Friends took the library staff to breakfast on December 6<sup>th</sup>. Sheila also reported that the Friends received a \$1,000 donation from the Fred Meyer Store. Sheila gave the Board copies of the latest Friends' newsletter.

The next Friends' meeting is scheduled for 5:30 p.m. on January 10<sup>th</sup>. The meeting will be followed by a potluck at 6:00 p.m.

#### C. Library Foundation

Sheila Dooley reported that the Foundation sold the last of its Entertainment Books. The \$7,000 grant to the Oregon Arts Commission submitted by Terry Turner was not funded but will be resubmitted to other funding sources. The Foundation received \$2,300 in donations during December. This included a \$1,000 donation from a library patron to be used to purchase books.

#### D. Financial Report

As of 50% of the year, the library budget was 45% expended. The Janitorial Supplies line item needs to be monitored as it is at 55% expended.

#### E. Title List Of Books Selected For Purchase

The Title List was presented for information. Sheila Dooley reported that with the increased staff hours, a total of 238 books were cataloged during December.

#### F. Quarterly Circulation Report

The quarterly circulation was 1.5% below the 2006 level, which indicates that patrons are using the library at near last year's level. CeeCee Anderson said she no longer has to stop and think about whether the library is open or not.

#### ADJOURNMENT

At 2:10 p.m. the meeting was adjourned by Ross Cain. The next meeting is scheduled for Tuesday, March 13<sup>th</sup> at 1:15 p.m.