

AGENDA

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING

December 11, 2007

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 November 13, 2007 Library Board Meeting Minutes
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. LIBRARY DIRECTOR'S REPORT
- V. SHARED CONCERNS OF THE BOARD
- VI. DISCUSSION
 - A. Discussion Regarding Library Board Retreat with Marti Kantola
- VII. NEW BUSINESS
 - A. Recommendation Regarding Appointment of New Library Board Member
- VIII. REPORTS
 - A. Financial Report
 - B. Status of Intergovernmental Agreements
- 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

December 11, 2007

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

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: Marti Kantola of Six Rivers Community Mediation Service

The meeting of the Wasco County Library Service District Board was called to order at 3:29 p.m. by Chairman Mary Beechler.

MINUTES

Sarah Hennessey made a correction to the November 13th meeting. There is a preschool in Maupin and she will start making visits there in 2008. Corliss Marsh made a motion to approve the minutes of the November 13th meeting as corrected. Cindy Johnson seconded the motion and it was approved unanimously.

RECOGNITION OF VISITORS AND INTERESTED PARTIES

Marti Kantola was introduced to the Board.

LIBRARY DIRECTOR'S REPORT

Sheila Dooley reported the following:

- the Friends of The Library voted to provide funding to add additional shelving to the children's magazine case at The Dalles branch. Their next book sale is scheduled for Saturday, January 26th with a "latecomers' sale" to be held on the following weekend. Plans are being made for hosting several Oregon Council for the Humanities Chautauqua programs next spring. The next Friends' meeting will be held on January 9th.

- the Wasco County Court approved the transfer of \$9,451 to the City of Maupin to pay for personnel costs associated with the library operation.
- Morin Printing will create the templates for the READ posters and Craig Office Supply will print them. Mary Beechler said she plans to have 10 to 11 posters done. It was decided to have each location make its own printing arrangements. Corliss Marsh said the unveiling of the READ posters should take place during Read Across America, which is held the first week in March.
- the Gorge LINK timeline for the conversion to the new system now includes a February startup date.
- a request for \$915 has been made to the Wasco County Cultural Trust Coalition to fund Rick Meyers' Old Time Music Show.
- the Victor Johnson holiday music program in The Dalles on December 1st was attended by about 90 people.
- on December 19th a photograph will be taken of the County Court handing over a fake check to the City of The Dalles, which will represent the first District payment to The Dalles branch. The meeting agenda will also include the appointment of the new Board member and the adoption of the Reconsideration of Library Materials Policy.

Shaniko Station:

- Debra Holbrook will be picking up books for Shaniko the week of December 17th. There is not a lot of activity in the town during the winter.

Tygh Valley Station:

- On December 6th new books were delivered to the Community Center. A patron has requested high speed Internet, which is now available in Tygh Valley. The Library District has paid for Internet service through June 2008. Mary Beechler said DSL service is available through Century Tel. Sheila Dooley will look into changing Internet providers.

Sarah Hennessey asked if the District website would be set up by February. Making it available simultaneously with the new Gorge LINK system would be a way to steer people to Gorge LINK.

Dufur news:

Louise Walkowiak reported that:

- Dufur received its \$400 check from the Dept. of Justice for the purchase of music CDs
- she has invoices for several book orders that have been received.
- the second RIF (Reading Is Fundamental) book distribution included decorating paper bags for Kramer's Market to give to customers.
- library information was included in the monthly newsletter.
- she has started ordering summer reading program materials for next year. The theme of the program will be bugs.
- the Dufur branch has discarded books to donate to the book sale at The Dalles branch. Sheila Dooley asked her to label the boxes by category of book. Corliss Marsh asked her to keep juvenile books separate. Corliss invited Tygh Valley to come and take books the week after the January 26th book sale.

- she needs to discuss the book trunks that the libraries will be receiving in April with Suzy Goolsby.

Maupin news:

Sarah Hennessey reported that:

- plans for the READ posters in Maupin are underway with photographs to include Mayor Dennis Ross and County Commissioner Sherry Holliday.
- attendance at the District sponsored Santa Claus program included 15 children at Canyon Rim Assisted Living Center and 30 at the public library, which also included ornament making.
- details of the intergovernmental agreement with Maupin are still being worked out.
- the District sponsored program, "Slightly Illusional," was presented at both the Dufur and Maupin schools on Wednesday, November 14th. Louise Walkowiak said she let the children know that this program was made possible through the District.
- library information was included in the Maupin utility bill.

SHARED CONCERNS

Sarah Hennessey said she will need someone to work at the Maupin Library for part of the day of the retreat. Sheila Dooley said she will talk to Lou Confer about working there that day.

DISCUSSION

A. Discussion Regarding Library Board Retreat with Marti Kantola

Marti Kantola asked if the planned outcome of the retreat was to get ideas and then do the plan later. Mary Beechler said she would like to have the goals developed that day and for Marti to keep them on track. Corliss Marsh said she would like to set priorities for 2008. She would also like to set goals for the next few years. Sheila Dooley said she would like goals to use in planning the 2008-2009 budget.

Marti Kantola suggested they do brainstorming, identify categories and goals, screen for a timeline, and set priorities. The session is expected to take about 4 hours. Sarah Hennessey said she would like a visual clarification of what the Library District will do and what the individual libraries will do.

Marti Kantola asked the members to return their questionnaires to her by January 11th at marti@6rivers.org. At the retreat the staff's answers to the same questionnaire will be covered up until the Board's thoughts are recorded. They will work with both sets of answers to identify goals. Corliss Marsh said the staff should not be present at the retreat. Sheila Dooley will give questionnaires to CeeCee Anderson and the new Board member.

Corliss Marsh suggested holding the retreat at the Isabella Gray Room at the United Church of Christ and there was a consensus to do so. Sheila Dooley will have food delivered at 5:00 p.m.

Marti Kantola said she hasn't seen a lot of detailed plans completed in a 4-hour session. Mary Beechler said the Board might need to meet more than once a month or appoint committees.

NEW BUSINESS

A. Recommendation Regarding Appointment of New Library Board Member
There was a discussion regarding recommending a person to fill Becky Roberts' unexpired term. Corliss Marsh said her first reaction was that she would like to have a male appointed for balance on the Board. Louise Walkowiak said it was important to not have all the members be from The Dalles. Corliss Marsh pointed out this was an at-large position. Mary Beechler said south county was a small portion of the District and one of the applicants, Tim Brown, would bring library expertise to the Board.

Marti Kantola asked the Board what kind of a member was needed. Mary Beechler said someone with the time, Cindy Johnson said someone who was committed, and Sarah Hennessey said someone who was a creative thinker.

Corliss Marsh made a motion to recommend Diana McElheran to fill Becky Roberts' unexpired term. Cindy Johnson seconded it, and the motion was approved unanimously.

REPORTS

A. Financial Report

Sheila Dooley gave the Board an updated Materials Expenditures Financial Report. As of December 4th, \$26,345.56 (29.1%) had been spent district wide. Sarah Hennessey said it remained to be seen how the new Gorge LINK system would affect purchasing decisions.

B. Status of Intergovernmental Agreement

Sarah Hennessey reported that there were still details of the agreement with Maupin to work out such as the tracking of the administrative time. Sheila Dooley said there was a tentative meeting planned for December 12th to discuss the agreement with Dufur.

ADJOURNMENT

At 4:55 p.m. the meeting was adjourned by Chairman Mary Beechler. The next meeting is the retreat, scheduled for Friday, January 18th at 3:00 p.m. at the United Church of Christ. At that time, the librarians will give only brief reports in place of the regular Board meeting.