

THE DALLES - WASCO COUNTY LIBRARY

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AGENDA

Library Board Meeting

January 10, 2006

4:00 p.m.

- I. CALL TO ORDER
- II. MINUTES – November 8, 2005
- III. LIBRARY DIRECTOR'S REPORT
- IV. SHARED CONCERNS OF THE BOARD
- V. BUSINESS
 - A. Administrative Draft, Library District Feasibility Study
- 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 10, 2006

COMMISSION PRESENT: Ross Cain, Chairman Corliss Marsh, and Vi Smith

COMMISSION ABSENT: CeeCee Anderson and Barbara Garner

STAFF PRESENT: Library Director Sheila Dooley

The meeting was called to order at 4:06 p.m. by Chairman Corliss Marsh.

MINUTES

Ross Cain made a motion to approve the minutes of the September 13th meeting. Vi Smith seconded the motion and it was approved unanimously.

LIBRARY DIRECTOR'S REPORT

Sheila Dooley reported that:

- The Dalles Kiwanis Club budgeted \$1,000 for the 2006 Summer Reading Program with additional funds to be used to purchase t-shirts for the participants.
- Programs for children during December included a music concert with Victor Johnson, photographs taken with Santa Claus, and musicians at story hour. Outreach included several story hours at the Oregon Child Development Coalition's Head Start Program. A tour and story hour at the library for OCDC families was also held.
- Suzy Goolsby is planning a children's program with a guest performer during spring break if funding can be arranged. Corliss Marsh suggested that the Friends Of The Library pay for the program and Vi Smith concurred.
- Spencer Corey brought in the plans for his Eagle Scout project, including drawings for a castle bookcase and storage benches. A mural design will be ready at a later date. He requested a letter of approval from the Library Board. The Board approved the plans with the addition of locks on the storage bench drawers.
- Two grant applications have been submitted to the Wasco County Cultural Coalition. One is for \$500 for a series of three art programs in which children will create pastel chalk drawings. The other grant application is a request for \$600 for three children's music programs. The music programs will consist of children making musical instruments then putting on a performance using them. The programs will be held at three different locations in Wasco County.

- the library has been asked whether there was a Great Decisions Program in The Dalles. Corliss Marsh said it meets on the last Tuesday of the month and to contact Dave Neitling for information.
- the library will be participating in "Go Red Day" on February 1st with a display and information related to women and heart disease.
- in answer to a question at the previous Board meeting, the ESD courier delivers books to Dufur on Tuesdays.

BUSINESS

A. Administrative Draft, Library District Feasibility Study

There was a discussion of the draft of the Library District Feasibility Study. Sheila Dooley reported that the tax rate needed to fund the services in the study would be 68 cents per \$1,000. The City of Mosier has not yet approved a resolution to be included in the district. Under the plan, the Dufur and Maupin libraries will be full Gorge LINK members and Shaniko, Tygh Valley and Mosier will be associate members with library stations. The associate members can place holds on books and circulate them but will not have their holdings on the database.

Corliss Marsh asked where the library station would be located in Shaniko. Vi Smith suggested having it at the grocery store.

Vi Smith asked who on the staff would be doing the bilingual story hour. Sheila Dooley said it would not be a current library staff person.

An error was found in Figure 11 on page 24 of the report for The Dalles pro-rata estimated value. Sheila Dooley will contact Ruth Metz to have it corrected.

Ross Cain and Corliss Marsh expressed concern regarding the library's funding without a district. Corliss Marsh said the City would not be able to maintain the library operation. Sheila Dooley said City funding by itself would not be sustainable with the library open approximately 20 hours per week next year. Residents outside the City limits would be charged a non-resident fee, estimated at \$75 per year.

Ross Cain said it should be an interesting budget process with the election occurring after the budget meetings are held.

REPORTS

A. Library District Project

Sheila Dooley reported that Sue Proffitt has volunteered to be the Treasurer for the Library District Political Action Committee. Ron Graves from the Soil and Water Conservation District will be the guest at the PAC meeting to explain their campaign strategy.

B. Friends Of The Library

Corliss Marsh reported that the next Friends' meeting is scheduled on February 15th. In December the Friends funded part of the Christmas children's program. Corliss Marsh

suggested that the Friends hold smaller book sales on a quarterly basis and not handle so many books each time. The other Wasco County libraries could take the books they wanted and the leftover books could be disposed of. Ross Cain said that it has become difficult to get rid of used books. Corliss Marsh said the idea of selling books on the Internet was suggested but would mean having a person willing to do the work involved.

C. Library Foundation

Sheila Dooley said the Foundation voted to spend \$600 as matching funds for a second public Internet computer through the Gates Staying Connected Grant program.

The final report to the Fred Meyer Foundation for the \$2,500 children's program grant showed that 193 books were purchased for the children's collection.

E. Financial Report

The financial report showed 44% of the budget expended as of 50% of the year. An \$11,087 expenditure under Contractual Services should be moved to Other Contractual Services. The Janitorial Supplies line item is expected to be overspent due to more janitorial supplies purchased this year. As an example the janitor is shampooing the carpet rather than having it contracted out as a Building Maintenance line item expense.

F. Quarterly Circulation Report

The quarterly circulation report showed a 2% decrease from last year most likely due to fewer new books purchased. There was a correction to the percentage of total circulation for adult fiction: 36.4% instead of 34.6%.

ADJOURNMENT

At 5:01 p.m. the meeting was adjourned by Chairman Corliss Marsh. The next Board meeting is scheduled for February 14th.