

MINUTES SUBJECT TO
COMMISSION APPROVAL
AT ITS NEXT REGULAR
SESSION

Library Board Meeting
September 13, 2005

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

COMMISSION ABSENT: Barbara Garner

GUESTS PRESENT: Consultant Ruth Metz, Attorney Tom Sponsler, and City Manager Nolan Young

STAFF PRESENT: Library Director Sheila Dooley

The meeting was called to order at 4:05 p.m. by Chairman Corliss Marsh.

MINUTES

Ross Cain made a motion to approve the minutes of the May 10th meeting. Vi Smith seconded the motion and it was approved unanimously.

Sheila Dooley announced the appointment of a new Board member, Barbara Garner. She will be replacing Patricia Pfenning whose term has expired. Barbara Garner was unable to attend the meeting due to an illness in the family.

DISCUSSION

Attorney Tom Sponsler explained the legal structure of a library district. He suggested that Wasco County form a county service district as opposed to a special library district. Wasco County would be the district's governing body and appoint a library board. Each city within the county would need to pass a resolution in order to be included within the district's boundaries. In order to receive funding in November 2006 the district formation would need to be completed by March 31st and voted on in the May 16th election.

Ruth Metz reviewed the timeline for complying with the May 2006 election requirements. Informal proceedings would include preparing an economic feasibility statement, briefing the County Court on October 5th, and meeting with the city councils during October. Formal proceedings would include the adoption of city resolutions, 4 orders by the County Court, 2 public hearings, and election filings.

Corliss Marsh asked whether Ruth Metz had met with the County Court. Ruth said she had and the Court is very supportive of the district plans.

CeeCee Anderson asked if Ruth Metz anticipated any roadblocks in the process. Ruth Metz said the cities will want to know how they will benefit from the district. She will propose service levels for the libraries and show that the benefit to each library is comparable to its tax contribution.

Corliss Marsh asked Ruth Metz if she had any experience with the double majority requirement. Ruth said she did and the key is campaigning door to door and getting the voters to turn out. Sheila Dooley said the turnout in Wasco County in the May 2002 election was more than 49%.

Corliss Marsh asked about forming a political action committee after the County Court approves the initiation order on December 8th. Ruth Metz said the planning could begin sooner since the intention of the County Court is to proceed with the district formation. The PAC could go into high gear after December 8th.

Ross Cain asked when the property tax statements will be sent out and whether an increase is expected due to assessments being up. Nolan Young said they will be sent out during October.

Ruth Metz said the libraries in Wasco County will want an accounting of whether they will be getting their fair share based on assessed property values. She will be developing a service plan for the libraries.

Tom Sponsler, Ruth Metz and Nolan Young left the meeting at approximately 4:45 p.m.

LIBRARY DIRECTOR'S REPORT

Sheila Dooley reported that:

- there was a problem with graffiti at the library during May and June. A scooter and one of the wooden bears were stolen but recovered. Sheila has been getting estimates for installing a video security system. CeeCee Anderson said it could serve to prevent problems if the public knew about it. Ross Cain asked about the cost for the system. Sheila said it would be less than \$4,000. Corliss Marsh said the system was expensive when compared to the amount of loss.
- a tree assessment done at the library included nearly \$5,000 in suggested maintenance needed. Ross Cain suggested having the County Extension Agent evaluate the trees free of charge.
- the Gorge LINK Members' Council hosted demonstrations by four automation software vendors during August and selected the current vendor (Dynix) as its choice for the system upgrade.
- in June Wasco County approved its contribution to the library budget without further cuts with \$138,821 budgeted. The property taxes from the aluminum plant still haven't been received.

- Jim Weeks donated several hundred local history books to the library several weeks before he died.
- Oregon public libraries have been asked to assist with informing seniors about the new Medicare Prescription Drug Program enacted by Congress. Our library will be providing a display area and access to Internet computers for enrolling on the web.
- High school student Spencer Corey presented a proposal for his Eagle Scout badge that involves making the children's area more child-friendly. Ideas include novelty bookcases and a decorated archway to walk through when entering the children's area. After his plan is approved by the Eagle Scout Board, Spencer will return with a specific plan for review.
- 127 children signed up for the summer reading program with a total attendance of 932 people. The Kiwanis Club provided \$1,000 and volunteers for the program.
- Willis Gholston will be the library's speaker for Historic The Dalles Days on Saturday, September 17th.

BUSINESS

A. Election Of Officers

Ross Cain nominated the current slate of officers for reelection: Corliss Marsh as Chairman and Vi Smith as Vice Chairman. Corliss Marsh asked if the Board has term limits. Sheila Dooley said there are none. CeeCee Anderson seconded the motion and it was approved unanimously.

REPORTS

A. Friends Of The Library

Corliss Marsh reported that the annual fall book sale will be held on September 23rd and 24th. Volunteers Crystal Davis and Kim Cowan raised \$300 for the library at a garage sale held in the staff parking lot.

Sheila Dooley reported that the bake sale held at the Farmers' Market at the Civic Auditorium raised more than \$200.

The Friends Of The Library hosted a barbecue on the library deck for the library volunteers on September 1st which was attended by approximately 60 people. CeeCee Anderson said she enjoyed the barbecue and would like to thank Sue Ann Arguelles for organizing it.

B. Library Foundation

Sheila Dooley said the Foundation is currently selling Entertainment Books for \$30 with \$6 from the sale of each book going to the Foundation.

C. Financial Report

The financial report for fiscal year 2004-2005 showed 86% of the budget expended as of the end of the fiscal year. In order to increase the beginning balance for fiscal year 2005-2006, the library was asked to reduce expenditures for books and building maintenance by \$10,000 during fiscal year 2004-2005. Roof funds of \$29,962 and LSTA grant funds of \$6,700 were included in the unexpended funds.

Corliss Marsh asked Sheila Dooley to find out the beginning balance for the library. Corliss Marsh asked if the library receives interest on its funds. Sheila said that is one of the advantages of having a separate library fund.

Corliss Marsh asked why the janitorial supplies expenditures are so high. Sheila Dooley will find out if any expenditures were incorrectly charged.

Total expenditures as of the end of August were at 13% as of 17% of the fiscal year.

D. Title List Of Books Purchased

The title list was presented for information.

E. Quarterly Circulation Report

The quarterly circulation report showed a 3.9% decrease from last year which could be due to the decrease in expenditures and fewer new books purchased. Corliss Marsh said that having the music CDs behind the front counter resulted in less browsing by the public.

Vi Smith suggested making the Maryhill Museum passes more visible. Sheila Dooley said there will be better signage next year.

ADJOURNMENT

At 5:20 p.m. the meeting was adjourned by Chairman Corliss Marsh. The next Board meeting is scheduled for November 8th. The Board members are encouraged to attend the City Council meeting on October 24th to hear the presentation by Consultant Ruth Metz on the library district proposal.