

THE DALLES - WASCO COUNTY LIBRARY

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AGENDA

Library Board Meeting

December 14, 2004

4:00 p.m.

- I. CALL TO ORDER
- II. MINUTES – October 12, 2004
- III. LIBRARY DIRECTOR'S REPORT
- IV. SHARED CONCERNS OF THE BOARD
- V. BUSINESS
 - A. Identify Budget Goals
 - B. Proposed Five Year Capital Improvement Plan
- VI. REPORTS
 - A. Friends Of The Library
 - B. Library Foundation
 - C. Financial Report
 - D. Title List Of Books Purchased
- VII. ADJOURNMENT

MINUTES SUBJECT TO
COMMISSION APPROVAL
AT ITS NEXT REGULAR
SESSION

Library Board Meeting
December 14, 2004

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

COMMISSION ABSENT: None

STAFF PRESENT: Library Director Sheila Dooley

The meeting was called to order at 4:00 p.m. by Chairman Corliss Marsh.

MINUTES

Vi Smith made a motion to approve the minutes of the October 12th meeting. Ross Cain seconded the motion and it was approved unanimously.

LIBRARY DIRECTOR'S REPORT

Sheila Dooley reported that:

- the Oregon State Library has received an \$185,000 grant from the Gates Foundation to provide matching grants to public libraries that received Gates computers in 2002. The purpose is to help meet the demand created by the first grant. Corliss Marsh asked who matches the grant. Sheila Dooley said the public library could include it in the proposed budget as the grants won't be made until the second half of 2005.
- the library received a Ready To Read Grant totaling \$4,875, which is \$61 less than budgeted.
- Suzanne Goolsby met with Sherry Dobo of the Kiwanis Club to discuss the 2005 Summer Reading Program. The Kiwanis Club is donating \$700 for the program and \$300 for t-shirts for the participants.
- the LSTA Grant Proposal to do a feasibility study of options for library services in Wasco County was approved with \$40,500 awarded. Dennis Ross, the Mayor of Maupin, attended the orientation meeting in November. A request for proposals appeared in the newspaper with one application received from Lyn Craig. Corliss Marsh asked if the applicant was one recommended by the State Librarian. Sheila Dooley said her name hadn't been brought up but her resume includes experience with library projects.

State Standards. Sheila Dooley said it would be at 6.8 FTE with the changes as compared to a threshold level of 7 FTE (.35 FTE per 1,000 people served).

Other budget goals included adding a part-time reference librarian, maintaining the book collection at an adequate level, weeding and updating the children's collection, completing the cataloging of genealogy and local history collections, funding the Gorge LINK system upgrade, and completing the Capital Improvement Plan projects.

B. Proposed Five Year Capital Improvement Fund

The proposed five-year CIP was reviewed. It included projects deferred from FY 2004-2005 such as the concrete wall repair, meeting room tables, and computer chairs. Other projects included pruning trees, purchasing 2 PCs, and maintaining the roof reserve fund.

Ross Cain recommended the lightweight tables included in the CIP as they hold up well under use.

REPORTS

A. Friends Of The Library

Corliss Marsh reported that the Friends purchased 5 chairs for the computer room, a card catalog for the genealogy file, and 11 rolls of The Dalles Chronicle on microfilm. Sheila Dooley will find out if the microfilm has been received yet. Sheila said the Friends also purchased an ad for the library in a local map for tourists.

B. Library Foundation

Sheila Dooley reported that the Foundation applied to the Fred Meyer Foundation for a \$2500 grant to purchase children's books and an additional bookcase for the children's area. The Foundation is still selling Entertainment Books at \$30 each.

C. Financial Report

As of 43% of the year, 43% of the budget is either spent or encumbered. Expenditures for books are on track at 42%.

D. Title List Of Books Purchased

The title list was presented for information.

Ross Cain asked if the library still uses stuffed animals in the children's area and said he has some to give away. Sheila Dooley said she is interested in having one for the library. Patricia Pfenning suggested using them as prizes.

ADJOURNMENT

At 4:47 p.m. the meeting was adjourned by Chairman Corliss Marsh. The next meeting is scheduled for February 15th.