

**THE DALLES - WASCO COUNTY LIBRARY**

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AGENDA

Library Board Meeting

April 9, 2002

4:00 p.m.

- I. CALL TO ORDER
- II. MINUTES - March 12, 2002
- III. LIBRARY DIRECTOR'S REPORT
- IV. SHARED CONCERNS OF THE BOARD
- V. REPORTS
  - A. Children's Internet Protection Act
  - B. Friends Of The Library
  - C. Library Foundation
  - D. Financial Report
  - E. Title List Of Books Purchased
  - F. Quarterly Circulation Report
- VI. ADJOURNMENT

MINUTES SUBJECT TO  
COMMISSION APPROVAL  
AT ITS NEXT REGULAR  
SESSION

Library Board Meeting  
April 9, 2002

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 4:03 p.m. by Chairman Corliss Marsh.

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MINUTES

Vi Smith asked if the storage building roof leaked as according to the minutes there had been a discussion regarding keeping the books dry. Patricia Pfenning said the concern was the humidity.

Patricia Pfenning made a motion to approve the minutes of the March 12th meeting. Ross Cain seconded the motion and the minutes were approved as presented.

LIBRARY DIRECTOR'S REPORT

Sheila Dooley reported that:

- there was a question at the last Board meeting as to why an author and book were listed twice on the new book list. Duplicate entries are due to multiple copies being processed. Duplicate entries on the Gorge LINK system are due to the person cataloging not checking the authority list closely.
- Sue Ann Arguelles, Sheila Dooley, Maggie Foote, and Suzy Goolsby will be attending the Oregon Library Association Conference next week at Jantzen Beach. Sheila reviewed the sessions to be attended.
- the Dynix server for Gorge LINK will no longer be supported by the vendor as of fiscal year 2003-2004. The replacement cost is estimated at \$37,000 and can probably be billed over two years. Our library's share would be \$5,737 for each of the two years. The Friends Of The Library discussed contributing to this expense but the feeling was that the Friends should supplement the library budget and not pay operating expenses.
- the City web site can be reached at [www.ci.the-dalles.or.us](http://www.ci.the-dalles.or.us) and is still being developed.
- the comparison of our library to the other libraries of our size in Oregon was distributed to the Board and differences in library funding were explained.



Corliss Marsh reported that the Friends received \$1,292 through the Mid Columbia Medical Center's tithing program. Under this program, 10% of the hospital's profits (\$40,000) was distributed to community groups based on the volunteer hours contributed by hospital volunteers in the community. The library received funding based on volunteer hours contributed by Celeste Minnis and Corliss Marsh.

Sheila Dooley reported that the Friends Of The Library voted to purchase new book cases for videocassettes, children's paperback books, and genealogy materials. The Mid Columbia Genealogical Society will be donating \$500 towards the new genealogy case.

Corliss Marsh said the next book sale will be held at the same time as the storage building's grand opening. Patricia Pfenning asked where the sale will be held. Corliss Marsh said it will be held either in the parking lot by the storage building or in the library meeting room depending on the weather.

#### C. Library Foundation

Sheila Dooley reported that the Foundation is in the process of seeking bids for the storage building's sheetrock and insulation. The Building Inspector approved using R15 insulation instead of the R19 insulation originally required. Sheila Dooley said this will simplify the project. Corliss Marsh pointed out that since the 2 x 4 framing was approved how could he require R19 insulation. Ross Cain said using high density foam was an option.

The quilt raffle has raised approximately \$100 towards the RIF (Reading Is Fundamental) Project with the drawing to be held on April 26th.

#### D. Financial Report

Corliss Marsh stated that the library budget was 71% expended as 75% of the year. Sheila Dooley said the remaining building projects need to be started soon. These are the sprinkler system improvements, sidewalk repairs, and upper parking lot striping.

#### E. Title List Of Books Purchased

The title list was presented for information. Sheila Dooley pointed out the large number of children's books due to the James Thomas donation.

#### F. Quarterly Circulation Report

The last quarter's circulation was the highest in 4 years. All categories of books were within 2% of their averages (as a percentage of the total circulation). The children's collection is undersized as it equals 31% of the circulation, but only 25% of the collection.

#### ADJOURNMENT

At 4:45 p.m. the meeting was adjourned by Corliss Marsh. It was decided not to meet during May as Corliss Marsh will be out of town. The next meeting will be held on June 11th at 4:00 p.m. Agenda items will include the election of officers and an Acceptable Use Policy for the Internet stations if required.