

**THE DALLES - WASCO COUNTY LIBRARY**

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A G E N D A

Library Board Meeting

August 13, 2002

4:00 p.m.

- I. CALL TO ORDER
- II. MINUTES - June 11, 2002
- III. LIBRARY DIRECTOR'S REPORT
- IV. SHARED CONCERNS OF THE BOARD
- V. BUSINESS
  - A. Internet Computer Use Policy
- VI. REPORTS
  - A. Friends Of The Library
  - B. Library Foundation
  - C. Financial Report
  - D. Title List Of Books Purchased
  - E. Quarterly Circulation Report
- VII. ADJOURNMENT

MINUTES SUBJECT TO  
COMMISSION APPROVAL  
AT ITS NEXT REGULAR  
SESSION

Library Board Meeting  
August 13, 2002

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

COMMISSION ABSENT: Ross Cain and Patricia Pfenning

STAFF PRESENT: Library Director Sheila Dooley

The meeting was called to order at 4:01 p.m. by Chairman Corliss Marsh.

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Chairman Corliss Marsh said she would be leaving the meeting early due to another appointment. She would also be out of town the day of the September meeting. It was decided to schedule the next meeting for October 8th.

MINUTES

Vi Smith made a motion to approve the minutes of the June 11th meeting. CeeCee Anderson seconded the motion and the minutes were approved as presented.

LIBRARY DIRECTOR'S REPORT

Sheila Dooley reported that:

- she had attended a meeting regarding the Mid-Columbia Gorge Folklife/Cultural Heritage Project. This grant project through the Oregon Historical Society will show life as it exists today in the Gorge and the traditions that have been carried forward. If approved the grant will fund the hiring and training of staff to do taped interviews. The end product will be available on the web and also include a traveling exhibit or gathering. The library's commitment would be space, staff time, and advertising.
- two programs in the Latino Arts & Culture In Rural Libraries Project have been scheduled at the library. These are Grupo Condor on August 10th and Omar Vargas on August 17th.
- the library received a free copy machine from the Pacific States Fisheries Division of BPA. There is a call in to the repairman to find out if letting one copy machine sit unused for awhile will be a problem.
- the library has received notification of two grants: the Fred Meyer Foundation is donating \$2,500 for a children's bookcase and books, and Trust Management Services is donating \$3,090 for new computers for the computer room.



Corliss Marsh said the Friends will be meeting on Wednesday, August 13, 2002. The fall booksale is scheduled for September 21st. It will be similar to the spring booksale with early admittance for Friends' members and memberships available at the door. Vi Smith asked how much money was raised at the spring sale. Corliss Marsh said \$700 was raised at the one day sale.

Sheila Dooley said the two new videocassette cases have been delivered and the genealogy case is expected to be completed next week.

#### B. Library Foundation

Sheila Dooley announced that the Foundation will be holding a garage sale on Saturday, August 24th from 9 a.m. to 3 p.m.. On September 7th, the Foundation will be selling desserts, ice cream and coffee at Airport Day from 8 or 9 a.m. to 4 p.m. Corliss Marsh suggested selling ice cream bars. Vi Smith said she will bake a dessert if reminded.

Sheila Dooley said Entertainment Books have been received.

#### C. Financial Report

The financial report for fiscal year 2001-2002 was presented to the Board. It showed the budget was 92% expended as of 100% of the year. Additional funds budgeted for the anticipated electrical surcharge (\$7,056) and the carryover for building maintenance (\$13,848) make up two thirds of the remaining balance (\$31,636).

The financial report for July showed the budget was 6% expended as of 8% of the year. An employee's husband was added to the City's medical policy after the budget was adopted. This unanticipated expense will be paid by not filling the Library Page position.

#### D. Title List Of Books Purchased

The title list was presented for information.

#### E. Quarterly Circulation Report

The quarterly circulation was 2% lower than one year ago but higher than the preceding two years.

CeeCee Anderson asked about the Vision Action Plan that she received in the mail. Sheila Dooley said the library's project in the previous Vision Action Plan was the mezzanine and had been completed.

#### ADJOURNMENT

At 4:35 p.m. CeeCee Anderson made a motion to adjourn the meeting and the meeting was adjourned by Vice Chairman Vi Smith.