

TIME: 12:00 Lunch (bring your own) and meeting  
PLACE: Library Meeting Room

## THE DALLES-WASCO COUNTY LIBRARY

East Seventh Place and Court Street

The Dalles, Oregon 97058

Telephone (503) 296-2815

### A G E N D A

Library Board Meeting

August 13, 1992

- I. CALL TO ORDER
- II. MINUTES - May 14, 1992
- III. SHARED CONCERNS OF THE BOARD
- IV. BUSINESS
  - A. Election Of Officers
  - B. Recommendation To Approve Oregon Public Library Statistical Report
- V. REPORTS
  - A. Preliminary 1991-1992 Expenditure Report
  - B. Library Development Grant Status
  - C. ESL Video Project
  - D. Automation Project
  - E. Friends Of The Library Booksale
  - F. Title List Of Books Selected For Purchase
  - G. Quarterly Circulation Report

MINUTES SUBJECT TO  
COMMISSION APPROVAL  
AT ITS NEXT REGULAR  
SESSION

Library Board Meeting  
August 13, 1992

COMMISSION PRESENT: Joanne Brewer, Chairman Ross Cain, Anne  
Duyck, Burns Nugent, and Albeana Taylor

COMMISSION ABSENT: None

STAFF PRESENT: Librarian Sheila Dooley

GUESTS PRESENT: ESL Instructor Jane Welp

The meeting was called to order at 12:10 p.m. by Chairman  
Ross Cain.

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MINUTES

Anne Duyck moved that the minutes of the May 14, 1992  
Library Board meeting be approved. Albeana Taylor seconded  
the motion and it was approved unanimously.

SHARED CONCERNS OF THE BOARD

Sheila Dooley introduced Jane Welp who had been invited to  
report on the ESL Video Project.

Sheila handed out copies to the Board of a resolution from  
the Oregon Library Association. The resolution expressed  
OLA's concerns regarding the impact on libraries of the OCA  
initiative. No action was required as this was for  
information only.

Sheila handed out a letter to the Board from Michelle Johns,  
Director of the Planetree Center, regarding a grand opening  
to be held on August 20th from 11 a.m. to 5 p.m. at the  
Center.

Sheila told the Board that she would be on vacation until  
September 8th. The September Board meeting could be held  
later in the month if there was business to conduct.

BUSINESS

A. Election Of Officers

Albeana Taylor nominated either Ross Cain or Burns Nugent for Chairman. Burns declined saying that his attendance had improved as soon as he was no longer Chairman. Joanne Brewer moved that the nominations be closed. Burns Nugent seconded the motion. Ross was elected unanimously.

Burns nominated Joanne Brewer as Vice Chairman. Joanne asked when her term on the Board would expire. Sheila said that all Board members' terms expired in June of different years. Ross Cain asked when the term of office would expire. Sheila said that it would expire in June also. Burns said that next June would be the time to hold nominations again. Burns moved to close the nominations. Anne Duyck seconded the motion. Joanne was elected unanimously.

#### B. Recommendation To Approve Oregon Public Library Statistical Report

Sheila said that the library was required to submit an annual report under State law. The report included statistics and a summary of the 1991-1992 fiscal year. Sheila reported that the circulation was the second highest in the past 10 years. Ross asked if the list of Board members and Chairman were for the 1991-1992 or 1992-1993 fiscal year. Sheila said she had entered the 1991-1992 names but they should have been for the 1992-1993 fiscal year. Since the same Chairman had just been reelected, the list wouldn't need to be changed. Joanne Brewer made a motion to accept the annual report. Anne Duyck seconded the motion and it was approved unanimously.

### REPORTS

#### A. ESL Video Project

Jane Welp, ESL Instructor for Columbia Gorge Community College, told the Board about the ESL Video Project which was being funded by a \$5,090 grant from the State Board Of Education and administered by the College. The purpose of the project was to produce a video to introduce public library services to ESL students. Also as part of the project a bibliography of ESL materials would be produced and \$500 in library materials purchased. Mt. Hood Community College would be donating almost \$6,000 in-kind contributions towards the project. The videotaping would be done in the spring by students from Mt. Hood Community College. A Citizens Advisory Committee would be involved with the project. Albeana Taylor said she was concerned about the script and asked if Sheila would be involved with writing it. Jane said that she would be getting input from the library and Sheila would be on the Committee as well.

#### B. Preliminary 1991-1992 Expenditure Report



The timeline for a cooperative automation project grant would be to submit a proposal in December 1992 and an application in April 1993. Projects would start in January 1994.

#### E. Friends Of the Library Booksale

Sheila reported that the booksale would be held on September 24th through 26th at the Gateway Presbyterian Church. The hours of the sale would be Thursday, 7 p.m. to 9 p.m.; Friday, 9 p.m. to 5 p.m.; and Saturday, 9 p.m. to 2 p.m.. There was some concern about the turnout as it was usually held downtown. Burns said that the location shouldn't be a problem if the sale is well publicized. Sheila said that the Board members would be receiving flyers near the end of the month.

#### F. Title List Of Books Selected For Purchase

Sheila presented the title list for information only.

#### G. Quarterly Circulation Report

Sheila reported that the circulation for the 4th quarter of 1991-1992 was down but circulation had gone up for the year as a whole. Sheila said she would start including the average percentages for each type of material in future reports.

At 1:00 p.m. Burns Nugent made a motion to adjourn. The meeting was adjourned by Ross Cain. Sheila invited everyone to see Marian Wadsworth demonstrate the new Academic Abstracts CD-ROM Periodical Index before leaving the library.