



MEMORANDUM

TO : Library Board Members DATE : March 3, 1989
FROM : Sheila Dooley , Librarian *Sheila Dooley*

The Library Board meeting scheduled for March 9th has been cancelled due to Board member absences. The next scheduled meeting is April 13th at 2:00 p.m.

3/6/89

March meeting
cancelled due to

- (1) Board member
absences
- (a) absent
- (b) No 88 replacement
yet
- (2) Lack of business
- (3) Budget review scheduled
for some day

MINUTES SUBJECT TO
COMMISSION APPROVAL
AT THEIR NEXT REGULAR
SESSION

MINUTES
Library Board Meeting
April 17, 1989

COMMISSION PRESENT: Chairman Dennis Illingworth, Jo Kerege
and Burns Nugent

COMMISSION ABSENT: Del Anderson

STAFF PRESENT: Sheila Dooley and Michelle Edwards

The meeting was called to order by Chairman Dennis
Illingworth at 12:12 p.m.

MINUTES

Burns Nugent made a motion to approve the minutes of the
February 9, 1989 meeting. Jo Kerege seconded the motion and
it was approved unanimously.

SHARED CONCERNS OF THE BOARD

Dennis Illingworth reported that Connie Schlager would be
unable to serve on the Library Board due to the advice of
her physician.

Dennis Illingworth recommended that the meeting time for the
Board remain 12:00 noon since Connie Schlager, who had
requested the change, would not be serving on the Board
after all. There was a discussion and no action was taken
to change the meeting time.

Sheila asked Jo Kerege and Dennis Illingworth if they wanted
to be reappointed to the Board as their terms would expire
in June. Jo said that she would like to be reappointed and
Dennis told Sheila that he would get back to her to let her
know.

BUSINESS

A. Recommendation Regarding Change Of Meeting Time For
Library Board

No action was taken as the matter had already been
discussed.

B. Recommendation For Expenditure Of Gift Funds For OPAC Equipment

Sheila Dooley explained that access to the holdings of the State Library would be available to public libraries through the Oregon Public Access Catalog. A modem and telecommunications software costing approximately \$380 (State Library estimate) would be necessary to access the holdings. Dennis Illingworth asked what savings would result from the use of the system. Sheila said that approximately \$60 in postage per year would be saved and that there would be no charge for use of the system as a toll free number would be used. She said that its main advantage was the time that the patrons would save. Sheila recommended using the undesignated funds in the gift fund to pay for the equipment. Jo Kerege moved to recommend expenditure of the undesignated funds in the gift fund for the purchase of the OPAC equipment and to ask the Friends Of The Library for additional funds if necessary. Burns Nugent seconded the motion and it was approved unanimously.

C. Recommendation Regarding Intergovernmental Agreement For Equipment Purchased Jointly By City And Treaty Oak For Use At Library

Sheila Dooley presented the proposed intergovernmental agreement regarding equipment which was purchased jointly by the City and Treaty Oak to be used at the library. She explained that the agreement dealt with the purchase, use, and disposal of any equipment purchased jointly. After a discussion Burns Nugent moved to recommend approval of the agreement between Treaty Oak and the City referring to the purchase of equipment purchased jointly for use at The Dalles-Wasco County Library. Jo Kerege seconded the motion and it was approved unanimously.

REPORTS

A. County Budget Hearing

There was a discussion of the County Budget Hearing held on Tuesday, April 11th and of the statistics which had been distributed at the meeting. At Dennis Illingworth's request, Sheila Dooley presented a comparison of The Dalles-Wasco County Library's budget with the Hood River County Library's budget to the Board. Many of the Hood River County Library's expenditures were paid through Hood River County's central services and not included in the library budget. These included most of the library's expenditures for office supplies, janitorial supplies, postage, and telephone services. In addition, the Hood River County Library had one less full-time employee but more part-time employees than The Dalles-Wasco County

Library. As a result, the Hood River County Library was able to spend more for library materials and yet have a lower overall budget than The Dalles-Wasco County Library.

Sheila Dooley reported that Wasco County had received the William Meidinger bequest of \$5500 for the Wasco County libraries but had not yet made a decision on how it was to be utilized.

B. Oregon Library Association Conference

Sheila Dooley and Jo Kerege reported on some of the workshops which each had attended at the Conference.

C. Quarterly Circulation Report

Sheila Dooley reported that the circulation for the year was down slightly (approximately 1.5%) from 1987-1988. Possible causes were the weather, fewer purchases of circulating books (due to a lower book budget and increased purchases of reference books since Treaty Oak was no longer paying for them), and decreased reference help due to the elimination of the full-time Resource Reference Librarian position. However, the circulation of videocassettes had been high and averaged more than 3 circulations per videocassette during the past quarter.

D. Monthly Budget Report

Sheila Dooley reported that the library was limiting its expenditures to only those items which the library couldn't do without through the end of the fiscal year. This was due to unanticipated expenditures for repairs to the library's deck.

E. Title List Of Books Selected For Purchase

The title list of books was presented but no action was taken.

F. City County Library Agreement

Sheila Dooley reported that part 3 on page 2 of the proposed agreement had been changed upon the request of the County Court. This was the section dealing with the funding of library. According to the new wording, generally both parties would agree to sharing equally in the cost of the operation of the library. In situations where the 50% funding level could not be reached or where the library operations were expected to exceed the budget, then both parties would sit down and negotiate to resolve the issue and keep the library open. Burns Nugent asked why it was necessary to redo the current agreement. There was a discussion of the current agreement and the parts of it

which had become outdated. The new agreement contained a provision stating that 2 Board members would be recommended by the County Court.

At 1:12 p.m. the meeting was adjourned.