

TIME: 11:30 Lunch (bring your own) and meeting
PLACE: Library Staff 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

February 11, 1987

- I. CALL TO ORDER
- II. MINUTES - January 14, 1987
- III. SHARED CONCERNS OF THE BOARD
- IV. BUSINESS
 - A. Materials Loan Policy
- V. REPORTS
 - A. City and County budget hearings
 - B. Consultant's report
 - C. Paperback book shelving
 - D. Grant sources for design funds
 - E. Monthly budget report
 - F. Title list of books selected for purchase

a person being able to write his or her full name legibly or set a minimum age requirement. Sheila Dooley suggested continuing to base eligibility on the applicant having reached first grade since that was when the schools started bringing students to the library. Dennis Illingworth suggested having the criteria be the person's ability to write his or her full name as well as having reached age 6. Carol Rogers said that the schools were planning to require that a person be 6 years old to enter first grade. After a discussion Carol Rogers moved that the Board require that an applicant have reached the age of 6 to be eligible for a library card. Jo Kerege seconded the motion and it was approved unanimously.

Sheila Dooley recommended that the library charge a fee of \$.50 the first time a patron loses his library card and \$1.00 the second time. The fee would cover the cost of the card (approximately \$.10) and hopefully serve as a deterrent as well. Dennis Illingworth said that it should be mentioned in the policy that the fee helps cover the cost of the cards. Dennis Illingworth asked how many cards were lost. Marian Newton said that approximately 30 cards a month were reported lost. Jo Kerege made a motion to adopt the fee for lost library cards. Carol Rogers seconded the motion and it was approved unanimously. Jo Kerege suggested that there be an article in the newspaper regarding both of the new policies.

REPORTS

A. City And County Budget Hearings

Sheila Dooley reported that the City budget hearing had been held on Saturday, February 7th. The City Budget Committee had approved the Library's budget. She also reported that the County budget hearing had been held on Monday, February 9th. The County Budget Committee hadn't voted on the budget at that time.

Dennis Illingworth asked if the per capita grant was in the budget. Sheila Dooley said that it was unknown if the Library would be receiving a per capita grant next year and it would be dependent on what the Legislature decided.

At 12:00 Bill Bell arrived. At 12:05 Dewanda Clark arrived.

Dennis Illingworth asked if before deciding to go out for a 3 year serial levy, the City had met with each department head to project each department's needs over the next 3 years. He expressed concern regarding unexpected outlays and thought that long range plans should be included. He also said that funds from the Legislature were based on 2 year time periods. He was concerned with the idea of going out for a 3 year serial levy without projecting each budget for 3 years. Bill Bell suggested having either a total figure for 3 years or averaging for each year. Sheila Dooley said she would discuss the matter with Del Cesar. There was additional discussion but no action was taken.

B. Consultant's Report

Martin Magid reported that on January 17th Mary Bates from Blue Mountain Community College had met with Bill Bell, Judy Cochran, Sheila Dooley and other library staff members. She would be preparing a report for Treaty Oak regarding the public library's function as a community college library. Several of her recommendations dealt with increasing the library's visibility as a college library through additional listings such as in the phonebook (including being listed under the college), the Treaty Oak schedule of classes, and the library's brochures. Bill Bell told Martin Magid to contact Treaty Oak regarding including the public library in Treaty Oak's schedule.

C. Paperback Book Shelving

Martin Magid reported that the funds for additional paperback book shelves had not yet been donated. New shelving would cost approximately \$880 and would increase shelving capacity by 50%. Sheila Dooley reported that there was \$300 in the library's gift fund. After a discussion, Bill Bell made a motion to transfer \$600 from Personal Services to Materials and Services for the purpose of purchasing bookshelves. Jo Kerege seconded the motion. It was approved unanimously. Bill Bell recommended that the staff suggest an alternative project to the person who had suggested making the donation if the funds were found elsewhere.

D. Grant Sources For Design Funds

Martin Magid reported that he had found 4 possible grant sources for the approximately \$2700 still needed for the building design. Bill Bell asked why Martin Magid wasn't applying for building funds at the same time. Martin Magid reported that these particular foundations didn't grant large amounts of funds. Bill Bell made a motion that the Library Board direct the staff to prepare preliminary applications to foundations for grant funds. Carol Rogers seconded the motion. It was approved unanimously. Martin Magid said he would write the letters.

E. Monthly Budget Report

Sheila Dooley reported that 51% of the budget had been expended as of the end of 58% of the fiscal year. There was a discussion but no action was taken.

F. Title List Of Books Selected For Purchase

Sheila Dooley reported that the library had purchased some children's stories that included signing for the deaf as well as a children's paperback series. She also reported that Jack Gladwell had donated a National Geographic series consisting of 50 books and titled BOOKS FOR YOUNG EXPLORERS.

Carol Rogers reported that she would be moving from the area in the summer and suggested that her position on the Board be filled

by a teacher or media specialist.

Bill Bell requested that the meeting starting time for the Library Board be changed from 11:30 a.m. to noon. After a discussion, Bill Bell moved to change the meeting time and Carol Rogers seconded the motion. It was approved unanimously.

Jo Kerege suggested that there be a newspaper feature article on the library. Bill Bell said there could be one on the library and another on the relationship between Treaty Oak and the library. Sheila Dooley suggested an article on the library for National Library Week.

Dennis Illingworth recommended that there be a paragraph in the newspaper after each library board meeting. Bill Bell moved that the Chairman submit a summary of the meeting to the media after each meeting. Jo Kerege seconded the motion and it was approved unanimously.

Dewanda Clark recommended sending a copy of the library board minutes to the County each month. Bill Bell moved that the Library Board send a copy of the minutes to the County Judge each month. Jo Kerege seconded the motion and it was approved unanimously.

At 12:55 Bill Bell moved to adjourn the meeting. Jo Kerege seconded the motion and it was approved unanimously.