

THE DALLES-WASCO COUNTY LIBRARY

East Seventh Place and Court Street

The Dalles, Oregon 97058

Telephone (503) 296-2815

AGENDA
LIBRARY BOARD MEETING
JUNE 1, 1982

7:30 P.M.

1. Minutes of May meeting
2. Librarian's Report
 - a. monthly budget report
 - b. monthly circulation report
 - c. notice of termination of maintenance contract with Mountaindale Maint.
3. Request from Treaty Oak to consider their annual gift of books and magazines as payment for non-resident cards for Treaty Oak students. Cards are to be valid during period of enrollment only and students to present tuition receipt from Treaty Oak are evidence of qualification.

Treaty Oak bought approximately \$500 worth of material last year, will buy \$2,000 worth this year and has budgeted \$5,000 for next year. I recommend approval of the request.
4. Adoption of new loan policy including new loan period, new fine policy, policies and procedures for refusing/termination library privileges, collection of accounts and criminal prosecution. This is continued from last month.
5. Request from Treaty Oak for a letter of support for the Treaty Oak District. Since Treaty Oak does not have its own library their accrediting agency would like an indication of the Library's support and cooperation for the Treaty Oak program and its students needs. Enclosed is a sample letter provided by Treaty Oak.
6. We will not know until after the third City levy attempt on June 28 whether the Library's budget will be reduced. The Library should adopt a contingency plan in the event we lose staff. If staff is cut we will probably have to reduce hours to 24-25 hours per week. Possibilities are 5x5 hour days, or 3x8 hour days. I suggest 1-6 P.M., Tuesday-Saturday, or 10-6, Tuesday, Thursday, Saturday. It will be necessary to schedule days only in order to receive mail delivery. InterLibrary Loans, Reserves, Children's Programming, and other non-essential services will probably need to be deleted.

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June 2, 1982

Treaty Oak Education Center
300 East Fourth St.
The Dalles, OR 97058

Gentlemen,

The Library Board decided at its June 1 meeting to grant free library borrowing privileges to Treaty Oak students who reside outside the the Library's usual free service boundaries. This exemption from non-resident service charges is subject to the following conditions:

1. the exemption only applies during the period of enrollment and expires with the end of the term;
2. Treaty Oak is to provide the Public Library with the calendar dates for the beginning and the finish of each term, in advance of the terms, so that the library can enforce the special cards with an expiration date;
3. students are to present proof of enrollment, e.g. tuition receipt;

Sincerely,

Richard Wagner

Richard Wagner

Librarian

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Minutes

Library Board Meeting
June 1, 1982

Meeting began at 7:35

Attending: Marge Foley; Agnes Schlichting; Del Anderson; Richard Wagner;
Sheila Dooley.

Absent: Marion Rohde; Anne Turner.

1. Marge Foley nominated Del Anderson to be chairman for the upcoming Year. Agnes Schlichting seconded. It was unanimously approved.
2. Dick Wagner announced that in the event of failure of the City levy election June 29, 1982 it might become necessary to reduce hours and services due to staff shortages. He recommended that the same contingency plan proposed last year be adopted. Del Anderson moved that in the event of a budgetary emergency due to failure of the levy Dick Wagner should be authorized to take whatever action was necessary in the interim until the board met again. Marge Foley seconded. Approved unanimously.
3. Treaty Oak requested a letter of support from the Library for their accreditation review. As Treaty Oak does not have a library to support their program they wanted acknowledgement from the public library of its willingness to provide assistance, within reason, to Treaty Oak faculty and student body. Del Anderson moved to authorize the librarian to send such a letter. Marge Foley seconded. Approved unanimously.
4. Treaty Oak requested that the Library waive the nonresident borrower's fee for Treaty Oak students. Dick Wagner said it would involve relatively few people and that since Treaty Oak had been donating large numbers of reference books to the Library and had announced an increase in donations for the upcoming year the Library should consider the donations as compensation in lieu of an individual fee. If Treaty Oak found it necessary to make direct payment for borrowing privileges for its non-resident students it might well come out of the donations and so nothing would be gained. Marge Foley moved to approve. Approved unanimously.

5. Librarian Dick Wagner reported that the problem with overdues and unreturned books was getting out of hand and that he needed some policy changes in order to permit him to collect/prosecute offenders. He said the problem was especially bad for materials borrowed via ILL (InterLibraryLoan) from other libraries. The extreme tardiness on behalf of some of our borrowers has resulted in other libraries curtailing or revoking our ILL privileges.

Dick Wagner submitted a list of suggestions for policy changes. He also expressed the opinion that policy changes should conform to the following general principles:

- a. they should have a deterrent effect
- b. they should give the library enough authority to act effectively
- c. they should set upper limits to protect the public from over zealous enforcement
- d. they should permit some flexibility of enforcement to avoid procrastination application of the rules
- e. they should permit the Librarian reasonable authority to make exceptions and exemptions in keeping with the spirit of the goals and the regulations

Del Anderson suggested that the matter be tabled for a month and that the librarian survey other librarians to ascertain how they handle registration, overdues, defaults, etc.. There was unanimous concurrence.