

LIBRARY BOARD MEETING - TUESDAY, NOVEMBER 3, 1970

Present were Irma Matthew, Meg Smith, Allan Gay, Walt Smith and Carol Hildebrand.

Minutes of the October meeting were read and approved as corrected. Bills for the month of October were checked and approved.

REPORTS:

A. Circulation, October 1970:

Headquarters:	Books	5,898	
	Magazines	369	
	Records	<u>115</u>	
	Total	6,382	October 1969: 5,743
Branches:	Mosier	125	149

B. Fines and Non-resident Fees \$145.80
Copy Machine Money 82.60
Rental Book Money 5.25

C. New Books Added During October: 123

Fiction	Nonfiction	Juvenile
28	61	34

D. Meetings in Meeting Room during October: 42

UNFINISHED BUSINESS:

A. Staff Change: Meg Smith moved that the position of Librarian's Secretary be established, a position which will include a number of administrative assistant duties. Motion carried. The applicant selected for this position will fill the vacancy created by the resignation of Mary Bellamy.

B. Memorial for Mrs. Ellis: Mr. Roy Jones is in the process of making a design sketch and estimate for a table for the children's area, a table designed especially for smaller children.

LIBRARIAN'S REPORT:

Reciprocal borrower's privileges-The plan goes forward. Commissioners of Hood River County have approved the project. Carol and Mrs. Kimber, Hood River Librarian, will work out details.

Meeting room phone-Carol will check with the phone company on the possibilities of installing a pay phone in the meeting room. Board members feel that this is the only practical way to provide phone service there.

Rest room reparations-Mr. Oliver will do the job, but has not been able to get to it as yet.

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National Children's Book Week-In observance of this week, Carol is working out plans to present stories to all first grade children in the area.

Respectfully submitted,

Walt Smith
Secretary

LIBRARY BOARD MEETING-TUESDAY, DECEMBER 1, 1970

Present were Irma Matthew, Frances Dick, Meg Smith, Allan Gay, Walt Smith and Carol Hildebrand.

Minutes of the November meeting were read and approved. Bills for November were checked and approved.

REPORTS:

A. Circulation, November, 1970

Headquarters:	Non fiction	1,548		
	Fiction	2,579		
	Juvenile	1,443		
	Records	93		
	Magazines	<u>347</u>		
	Total	6,010	November 1969:	4,948
Branches:	Mosier	139		131

B. Fines \$137.79
Copy Machine 76.30
Non-residents 21.00
Lost books 11.95
Rental 4.00

C. New books added: 77
D. Meetings in meeting room 37
E. School groups since September 16

UNFINISHED BUSINESS:

- A. Memorial for Mrs. Ellis: Mr. Jones has delivered the table, which is an attractive and functional addition to our library.
- B. Meeting room phone: Carol has investigated the situation and found that there is no way to have a phone installed in the meeting room without cost to the Library. Consequently no phone will be installed until there appears to be a greater demand for this service.
- C. Librarian's secretary: Carol is awaiting word as to whether the candidate will be able to accept the position. If she cannot, there are other prospects available.

LIBRARIAN'S REPORT:

National Children's Book Week: The story hour sessions were quite successful, both at the Library and in the elementary schools. Carol visited all first and second grade classes in town, holding a total of twelve sessions with some lively and interested youngsters. A Christmas "story party" for pre-schoolers is tentatively planned for December 10.

County Library group: A county-wide organization, as yet unnamed, has been formed to include all librarians, aides, and clerks in all library outlets. Major purpose of the group is to foster more cooperation among the libraries, provide mutual assistance, eliminate needless duplication, etc. Tom Gunther of The Dalles Senior High is president and Carol is secretary.

New projects: Grant money is now available for "the improvement of Library service", specifically in the area of new projects. Carol will check into the possibilities of a Bookmobile, to see whether such an undertaking would be feasible and would qualify for funds.

Respectfully submitted,

Walt Smith

THE DALLES-WASCO COUNTY LIBRARY
December 1970 Reports

1. Monies received:

Fines	\$157.54	
Copy machine	97.35	
Lost books	27.45	
Rental	6.35	
Non-resident	<u>7.00</u>	
	3295.69	Total receipts

2. Circulation:

Headquarters books	5319		
magazines	243		
records	<u>109</u>		
Total 1970	5671	1969 Total	4413

Branches

December 1970

1969

Maupin	105	96
Mosier	159	201
*Dufur	303	79
Wanic	19	19
Shaniko	35	35
Antelope	85	85

3. New books - 104

Fiction	Nonfiction	Juveniles
25	44	35

4. Meetings in December - 35

*Dufur's School circulation for December was 640, making a monthly total of 943. Quite a change!

12/70

Librarian's Report

First, an early request to save us an hour from 4: - 5:00 the afternoon of Friday, December 11th. The girls and I will be giving a coffee party for all members of the Library staff, Board, City Council and County Court and spouses at that time. It will be very informal, just a chance to visit.

I'll have a brief report on the League of Oregon Cities convention in Portland earlier this month. There was an excellent program and several points worth our discussing.

We'll also need to settle the question of the extra phone--it does appear that there is no way to do it free. Although it needn't cost too much. By the way, I didn't know that a pay phone was supposed to be a source of revenue for the location--according to the girl in Portland, we're supposed to have been getting a regular percentage back from the one in the entry. Has anything ever been said about it?

A round blue childrens' table has been delivered as a possible memorial for Mrs. Ellis. Hopefully, by meeting time that will all be arranged. It is most attractive. If the family likes it as well it should be cleared up soon.

I'll also be reporting briefly about:

- 1. Our National Children's Book Week activities.
- 2. A Christmas "story party" for pre-schools planned for December 10 (tentatively)
- 3. The formation of an organization, county-wide, of all librarians, aides and clerks in all library outlets. We don't have a name yet, but I'm the secretary and Mr/ Tom Gunther (The Dalles Sr. High) is the president. We meet in Dufur in December.
- 4. A letter recently received from the State Library officially confirming grant money available for "the improvement of public library services." We might qualify for several types of projects, if we should wish to choose and develop a project to the point of entering an application.

And more. Hope to see you next week.

1/5/71

OREGON STATE LIBRARY

STATE LIBRARY BUILDING • • • SALEM, OREGON • • • 97310

December 24, 1969

ELOISE EBERT
State Librarian

Mrs. William Dick, President
Wasco County Library Board
1507 E. 18th
The Dalles, Oregon

Dear Mrs. Dick:

To survey a library the size of yours in the small amount of time that I spent in The Dalles is presumptuous.

Therefore, I suggest that you consider these remarks to be observations. Perhaps some of them will stir your curiosity to pursue them. In any event if I do not clarify a situation, please write me and I will try again.

I was first taken with the number of volumes reported. A fast count of shelves gave me a figure of 29,000. A fast count of the shelf list gave me 28,000. Actually there is no discrepancy in these figures as frequently the shelf list bears several volumes. But the architect makes claim for 55,000 volumes. This figure includes a considerable amount of unused shelving in the work room.

Then the relation of circulation to the population and the volumes held is poor. Generally two books per capita is sufficient. And one can expect more than seven circulations per capita.

For the sake of comparison there is Lake Oswego with a population of only 13,200. The library has 25,800 volumes and has an annual circulation of 166,000.

The staffing seems sufficient but I wonder at the designation of clerk for the two capable assistants who work full time behind the desk. Both have been there a considerable time, show deep interest in the library, and have good knowledge of the collection.

The hours open are extensive. Counts should be made of usage to see if the service merits that many hours. More and more libraries throughout the country are closing Friday evenings as there is no business.

The librarian tells me that accession numbers are being used. I know of no other library on the Pacific coast that is doing this. Cost studies have shown that the supposed benefit from this archaic practice is expensive. And the widespread use of Cutter numbers is questionable. Today many large systems have dropped all Cutter numbers except for biographies and literary criticism. All cataloging and classification must be held to a workable minimum or the processing will run away with funds better used for salaries and books.

As to the book collection the generalization is that an over-cautious attitude appears. Such diversified fields as biology and African history are neglected.

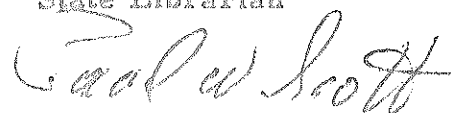
Problems in weeding do exist. Duplicates were spotted in titles that little appeal today. The broad picture is that the library is not burdened by unwanted titles of fifty to a hundred years ago, but there is an unwarranted number of titles on the shelf from the 1930's and 1940's. The 1950's represent a very small part of the collection.

The reference collection is weak. High point is in language with religion, literature and history making a fair showing. Science and applied science are poor.

In using a bibliography on adult books for 1968 chosen for small public libraries, it shows that The Dalles owns less than a third of the fiction titles. About one quarter of the non-fiction showed in the catalog.

Sincerely yours,

ELOISE EBERT
State Librarian



Paul W Scott, Acting Director
Field Services Division

PWS:lb

cc: Mrs. Helen Marks, Librarian