

AGENDA
WASCO COUNTY LIBRARY SERVICE DISTRICT
BOARD MEETING
Date: February 16, 2021
4:00
Location: via Zoom

Join Zoom Meeting
<https://us02web.zoom.us/j/87418871825?pwd=d0RUL3JmQjFPcUxpRVM3Tk5xRG1mQT09>

Meeting ID: 874 1887 1825
Passcode: 126715
Dial: 1 346 248 7799 1 669 900 6833

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. LIBRARY DIRECTOR REPORTS
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. FINANCIAL REVIEW
- VIII. ADJOURNMENT
 - a. Set Next Meeting Date and Location
 - b. Adjourn

Wasco County Library Service District
Board Meeting
January 19, 2021
Location: via Zoom

SUBJECT TO APPROVAL

Board members present: Carolyn Wood, Mary Beechler, Rita Rathkey, Tina Coleman, Corliss Marsh

Staff present: Jeff Wavrunek, Rita Squires, Bronte Dod, Sarah Tierney

Called to order: at 4:04 by Carolyn Wood

Corrections to minutes: none, Mary Beechler moved to approve the minutes, Rita Rathkey seconded, and the minutes were passed.

Recognition of visitors and interested parties: Christine Kurtz, City Recorder for Maupin, and Kevin Lewis, City Manager of Maupin, both indicated that they were just listening in

Director's Reports:

Dufur – It has been crazy with quarantine shut down, plus the holidays. This was the first week back in six weeks. The Scholastic Book Fair is coming up next month, which will be different than previous years. Sarah has been taking online training for small and rural libraries; just finished the Homelessness Training with Ryan Dowd. She's been trying to attend the Zoom meetings held by the Children's Services Librarian at the State Library; trying to stay busy. Gearing up for Summer Reading.

Maupin – It's been quiet. The Library Foundation is all set up, they've received \$12,000 in donations, and have \$23,000 in account to pay off the new building. Has started planning for Summer Reading Program, will have lots more take home kits. Thinking about doing a seed exchange, and more outdoor events.

The Dalles – Jeff Wavrunek has been in quarantine until this Thursday (due to traveling). He will stop in Dufur and Maupin and chat with Sarah and Bronte, when he makes the courier run on Thursday. At the previous meeting he had talked about the library van being noisy; turned out that the catalytic converter had been stolen. There had been a survey of public libraries, out of the 142 contacted, 87 responded. 36% of them are open to the public, 29% are allowing browsing, 92% are offering curbside service, 31 libraries are doing deliveries, 85 of them are using courier or some sort of sharing with other libraries, 41% of them offer hot spots, 64% have added additional online resources, 77% offer virtual programs; in person programs are down to 5%; 13% had budget cuts, 18% had staff layoffs. Ashley Hector had been on Family Medical

Leave for a couple of months, and then decided not to return. Her replacement, Aprile, will be starting on February 1st. There is still a half-time position, the person who did senior outreach and the courier for The Dalles/Dufur/Maupin. That position will not be filled until we are fully open again.

Old Business: There was a question about the homeless person who had been sleeping on the backside of the library. Jeff reported that the police had talked to the man, who has moved on, and all of his stuff has been removed. Carolyn Wood mentioned the new “pallet houses” that have been set up for the homeless, this gives housing to about 36 people.

Bronte was asked about the STEM grant she had applied for. Maupin did not get the grant, but another library in Oregon (Mt Angel) did receive one. Bronte also reported that the T-Mobile hotspots are working in the area, and are popular with the patrons.

Mary Beechler asked about the signing of minutes and policies, as discussed at the last meeting. Jeff reported that that has not been done yet, but they will be ready soon. When they are ready, the Board will be contacted, and they can come at their convenience and sign all the documents at one time.

New Business: Wireless Internet Policy - some of the wording has been changed, brought up-to-date. Board members saw no concerns. Rita Rathkey moved to accept the policy, and Tina Coleman seconded, and it was accepted.

Internet Computer Use Policy – It was asked what it meant when it said “hostile environment.” Jeff explained it covers pornography, and that sort of thing. Like when someone is sitting next to someone who is viewing inappropriate sites. There was a discussion of various things that others could object to, such as political views. Jeff will work on the wording, and try to come up with what would be acceptable community standards.

Bronte asked if there was a policy about allowing visitors to have a temporary library card, could Maupin set their own policy and not allow access to the hotspots. There was a discussion of various options, but it was agreed that Maupin could set their own restrictions for the hotspots. Jeff will research and find out what other libraries do for visitors.

Financial Review: It was noted that 50% of the year is gone, but only about 30% of the budget has been spent. Mary Beechler said that shows good fiscal management, and also that expenditures are down because of closure. Jeff commented that not as many items are being ordered at this time, not getting multiple copies of titles. Without the patrons coming in to browse, things just don’t circulate as much. He is looking at buying more Library2Go books.

It was asked if there is a line item for van replacement, which is over 10 years old. Not at this time, though it was pointed out that despite the age, the van has low mileage.

Miscellaneous: Mary Beechler commented that the statistics on the Youth Services page look great. Staff is doing a great job in providing programming and Take and Make kits. It was asked if the city employee's children are still here. Yes, with the COVID numbers still going up, they will continue to be here for a while.

It was asked if the virtual and in person programs after the library reopens. Yes, virtual programs have proven popular, especially the Take and Make kits. Staff will continue offering those.

Maupin statistics – patron count more than doubled in December compared to July, but circulation didn't. Bronte explained that her patrons don't use the computer for placing holds, so not as many things are circulating.

The next Library Board meeting will be on Tuesday, February 16, 2021 at 4:00 p.m. via Zoom.

Meeting was adjourned at 4:48

WASCO COUNTY LIBRARY SERVICE
DISTRICT BOARD OF DIRECTORS

Carolyn Wood, Chair

Mary Beechler, Vice-Chair

Tina Coleman, Board Member

Rita Rathkey, Board Member

Corliss Marsh, Board Member

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2021

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
004-2100-000.11-00 REGULAR SALARIES	39,289.49	275,078.56	512,517.00	237,438.44	53.7
004-2100-000.12-00 PARTTIME/TEMP SALARIES	1,878.50	13,191.63	43,110.00	29,918.37	30.6
004-2100-000.13-00 OVERTIME SALARIES	.00	187.86	11,000.00	10,812.14	1.7
004-2100-000.21-10 MEDICAL INSURANCE	11,450.35	79,704.02	167,229.00	87,524.98	47.7
004-2100-000.21-20 L-T DISABILITY INSURANCE	256.59	1,797.53	3,380.00	1,582.47	53.2
004-2100-000.21-30 LIFE INSURANCE	37.51	262.78	533.00	270.22	49.3
004-2100-000.21-40 WORKERS COMP INSURANCE	20.56	1,173.43	1,698.00	524.57	69.1
004-2100-000.22-00 FICA	3,135.67	21,972.36	43,332.00	21,359.64	50.7
004-2100-000.23-00 RETIREMENT CONTRIBUTIONS	4,753.13	31,100.29	69,714.00	38,613.71	44.6
004-2100-000.28-00 VEBA CONTRIBUTIONS	866.62	2,883.96	5,484.00	2,600.04	52.6
004-2100-000.29-00 OTHER EMPLOYEE BENEFITS	20.00	130.00	120.00	(10.00)	108.3
004-2100-000.31-10 CONTRACTUAL SERVICES	3,804.98	60,970.97	187,562.00	126,591.03	32.5
004-2100-000.32-20 SPECIAL LEGAL SERVICES	.00	.00	750.00	750.00	.0
004-2100-000.41-10 WATER & SEWER	187.70	1,322.32	5,478.00	4,155.68	24.1
004-2100-000.41-20 GARBAGE SERVICES	99.13	592.69	1,746.00	1,153.31	34.0
004-2100-000.41-40 ELECTRICITY	2,284.48	10,952.81	31,132.00	20,179.19	35.2
004-2100-000.43-10 BUILDINGS AND GROUNDS	1,547.98	7,255.36	38,050.00	30,794.64	19.1
004-2100-000.43-40 OFFICE EQUIPMENT	.00	85.00	27,220.00	27,135.00	.3
004-2100-000.43-45 JOINT USE OF LABOR/EQUIP	.00	.00	300.00	300.00	.0
004-2100-000.43-51 GAS/OIL/LUBRICANTS	.00	.00	.00	.00	.0
004-2100-000.43-52 LIBRARY VEHICLE	28.28	834.89	8,250.00	7,415.11	10.1
004-2100-000.43-77 HVAC SYSTEMS	2,286.00	3,995.50	10,625.00	6,629.50	37.6
004-2100-000.52-10 LIABILITY	.00	4,630.34	4,778.00	147.66	96.9
004-2100-000.52-30 PROPERTY	.00	8,355.47	8,272.00	(83.47)	101.0
004-2100-000.52-50 AUTOMOTIVE	.00	693.26	795.00	101.74	87.2
004-2100-000.53-20 POSTAGE	3.16	312.65	2,300.00	1,987.35	13.6
004-2100-000.53-30 TELEPHONE	813.86	4,766.73	12,955.00	8,188.27	36.8
004-2100-000.58-10 TRAVEL, FOOD & LODGING	.00	.00	15,850.00	15,850.00	.0
004-2100-000.58-50 TRAINING AND CONFERENCES	.00	49.00	17,485.00	17,436.00	.3
004-2100-000.58-70 MEMBERSHIPS/DUES/SUBSCRIP	.00	1,194.00	7,361.00	6,167.00	16.2
004-2100-000.60-10 OFFICE SUPPLIES	54.29	2,650.22	38,555.00	35,904.78	6.9
004-2100-000.60-20 JANITORIAL SUPPLIES	259.07	1,683.64	8,050.00	6,366.36	20.9
004-2100-000.60-85 SPECIAL DEPT SUPPLIES	1,389.88	20,260.00	141,475.00	121,215.00	14.3
004-2100-000.64-20 LIBRARY BOOKS AND BINDING	3,021.67	39,466.78	116,500.00	77,033.22	33.9
004-2100-000.64-30 LIBRARY PERIODICALS	.00	1,383.30	5,800.00	4,416.70	23.9
004-2100-000.64-40 AUDIO/VISUAL MATERIALS	80.40	5,411.09	61,350.00	55,938.91	8.8
004-2100-000.64-80 COMPUTER SOFTWARE	.00	3,257.09	59,037.00	55,779.91	5.5
004-2100-000.69-50 MISCELLANEOUS EXPENSES	.00	.00	1,000.00	1,000.00	.0
004-2100-000.69-80 ASSETS < \$5000	.00	16,381.21	65,145.00	48,763.79	25.2
004-2100-000.72-20 BUILDINGS	.00	.00	52,000.00	52,000.00	.0
004-2100-000.74-20 VEHICLES	.00	.00	.00	.00	.0
004-2100-000.74-30 FURNITURE AND FIXTURES	.00	.00	.00	.00	.0
004-2100-000.74-40 OFFICE EQUIPMENT	.00	.00	.00	.00	.0
004-2100-000.74-50 COMPUTER EQUIPMENT	.00	.00	.00	.00	.0
TOTAL LIBRARY	77,569.30	623,986.74	1,787,938.00	1,163,951.26	34.9

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2021

LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	OTHER					
004-9500-000.81-01	TO GENERAL FUND	8,312.27	58,185.89	91,435.00	33,249.11	63.6
004-9500-000.81-10	TO UNEMPLOYMENT FUND	251.00	1,757.00	2,761.00	1,004.00	63.6
004-9500-000.81-37	TO CAPITAL PROJECT FUND	909.09	6,363.63	10,000.00	3,636.37	63.6
004-9500-000.88-00	CONTINGENCY	.00	.00	186,718.00	186,718.00	.0
004-9500-000.88-01	RSRV FUTURE EXPENDITURES	.00	.00	89,213.00	89,213.00	.0
004-9500-000.89-00	UNAPPROPRIATED ENDING BAL	.00	.00	784,775.00	784,775.00	.0
	TOTAL OTHER	9,472.36	66,306.52	1,164,902.00	1,098,595.48	5.7
	TOTAL FUND EXPENDITURES	87,041.66	690,293.26	2,952,840.00	2,262,546.74	23.4

STATS for 2020 -2021												
	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
VISITOR COUNT	0	0	0	0	0	0	0	0				
INTERNET USERS	0	0	0	0	0	0	0	0				
Overdrive Read	252	245	237	298	280	235	280					
Open EPUB ebook	2	1	0	0	0	4	0					
adobe PDF ebook	0	0	0	0	0	0	0					
kindle book	231	242	310	257	267	217	344					
adobe EPUB ebook	84	89	101	93	108	83	73					
overdrive MP3 audio	321	375	317	326	312	243	298					
Open PDF ebook	0	0	0	0	0	0	0					
Pending (ebook)	19	22	21	30	30	31	22					
Pending (audiobook)	22	37	17	27	18	18	19					
overdrive Listens	562	527	506	539	466	488	517					
LIBRARY2Go total	1,493	1,538	1,510	1,570	1,481	1,319	1,553					
TUMBLEBOOKS	7	17	358	302	133	88	51					
PATRONS ADDED	23	19	21	20	20	23	19					
ILL'S SENT	1,166	1,259	1,281	1,309	1,290	1,410	1,392					
ILL'S RECEIVED	724	931	975	913	711	925	965					
MONTHLY CIRC	7,373	5,325	4,202	4,600	4,199	5,032	4,422					
LIBRARY2GO	1,493	1,538	1,510	1,570	1,481	1,319	1,553					
TOTAL CIRC	8,866	6,863	5,712	6,170	5,680	6,351	5,975					

TDPL

Youth Services

<i>Date</i>	<i>Name of Event/Outreach</i>				Overall Total
		Number reached	Number of kits		
1/6/2021	Baby Story Time		201		
1/13/2021	Baby Story Time		163		
1/20/2021	Baby Story Time		132		
1/27/2021	Baby Story Time		183		
1/7/2021	Toddler Story Time		315		
1/14/2021	Toddler Story Time		241		
1/21/2021	Toddler Story Time		363		
1/28/2021	Toddler Story Time		194		
1/8/2021	Friday Morning Story Time		307		
1/15/2021	Friday Morning Story Time		244		
1/22/2021	Friday Morning Story Time		264		
1/29/2021	Friday Morning Story Time		174		
1/4/2021	0-4 Activity Kit WR			24	
1/4/2021	5-10 Activity Kit WR			48	
1/11/2021	0-4 Activity Kit WR			22	
1/11/2021	5-10 Activity Kit WR			44	
1/18/2021	0-4 Activity Kit WR			27	
1/18/2021	5-10 Activity Kit WR			48	
1/25/2021	0-4 Activity Kit WR			28	
1/25/2021	5-10 Activity Kit WR			47	
	January Family Science kit			20	
1/31/2021	5-10 Book Box Raffle entries	57		3	
1/31/2021	0-4 Book Box Raffle entries	24		3	
	TOTALS	81	2781	314	3176

TEEN SERVICES

<i>Date</i>	<i>Name of Event/Outreach</i>	Number Reached	Number of Views	Number of kits	
1/4/2021	Crystal Snowflakes	174	18	25	
1/8/2021	Winter Terrarium	176	33	34	
1/11/2021	Hot Cocoa bombs	201	31	30	
1/15/2021	Popsicle Stick Snowflakes			24	
1/18/2021	Tin Foil Art Snowflake			24	
1/22/2021	Snow Person Pinch Pot	241	34	31	
1/25/2021	Snowflake Mobile	218	27	29	
1/31/2021	Teen Winter Reading Book Box Raffle entries		43	3	
	TOTALS	1010	186	172	1368

Adult Services

<i>Date</i>	<i>Name of Event/Outreach</i>	Number Reached	Number of Views or participants	Number of kits	
1/13/2021	Portcards from the Borderlands via Zoom	122	9		
1/5/2021	Snowflake Tea Towel kit	178	24	33	
1/12/2021	Snowy Luminary kit	181	40	34	
1/15/2021	Ice Soap kit			37	
1/22/2021	Decorate a Mug kit			41	
1/31/2021	Winter Reading Book Box Raffle		62	3	
1/14/2021	Pride Book Club via Zoom		4		
1/21/2021	3rd Thursday Book Club via Zoom		8		
	TOTALS:	481	147	148	776

Maupin programming and circulation statistics

	August 2020	September 2020	October 2020	November 2020	December 2020	January 2021
Patron Count	154	183	185	212	206	210
Total Circs	599	704	724	761	732	791
Number of Children's Programs	0	0	1	2	2	1
Children's Program Attendance	0	0	4	9	21	4
Number of Young Adult Programs	0	0	1	0	0	0
Young Adult Program Attendance	0	0	5	0	0	0
Number of Multi-generational Programs	1	1	0	1	1	0
Multi-generational Program Attendance	9	7	0	2	8	0
Computer Use	3	3	0	0	1	0
Shelving Location						
<i>DVDs</i>	108	147	107	173	132	175
<i>Fiction</i>	167	208	190	198	186	192
<i>Picture Books</i>	65	61	109	118	120	110
<i>Non-Fiction</i>	65	74	73	68	83	83
<i>Graphic Novels</i>	36	37	52	33	52	21
<i>Children's Non-Fiction</i>	25	20	22	18	26	45
<i>Early Readers</i>	33	41	48	60	31	58
<i>Audiobooks</i>	8	14	11	14	12	6
<i>Junior Fiction</i>	39	37	34	24	18	35
<i>Junior Non-Fiction</i>	5	1	2	4	5	4
<i>Young Adult Fiction</i>	13	5	11	13	9	5
<i>Young Adult Non-Fiction</i>	1	2	0	0	1	0
<i>Large Print</i>	4	9	12	6	8	10
<i>Libros En Espanol</i>	0	1	0	3	1	0
<i>Children's DVDs</i>	8	11	5	10	15	17
<i>Board Books</i>	16	31	41	11	25	27
<i>Ask At Desk</i>	3	5	4	3	2	3
<i>OBOB</i>	3	0	1	2	1	0

Dufur programming and circulation statistics:

Circulation for January 1 -February 1 was 200 items (The library was only open for 8 days in January) and 28 programs in the classroom and no public programs.

draft

WASCO COUNTY LIBRARY SERVICE DISTRICT

PUBLIC COMPUTER USE POLICY

The Wasco County Library Service District offers Internet access in order to more effectively fulfill the educational and informational needs of the library's patrons.

The Internet is an unregulated global information resource that offers access to many valuable sources of information but not all sites are accurate, complete, authentic, or current. The Wasco County Library Service District does not monitor and has no control over the information accessed through the Internet and cannot be held responsible for its content. There are sites and materials that are objectionable to some people and inappropriate for children. Patrons who find information or subject matter that is erroneous, out-of-date, illegal, offensive, and/or controversial should contact the original producer or distributor of that work directly.

The following are guidelines for Internet use at the library. Disregard of these guidelines can result in the user's loss of Internet access:

1. Computers are available for one-hour time blocks, and are available for additional time blocks if computers are not in use.
2. Log on using your own library card or guest card number and promptly give up the computer when your time has elapsed or when requested by staff. Do not use another person's identification or bar code number, with or without permission, to sign up or log on to a computer.
3. Complete the click-through agreement acknowledging the Internet use rules and agreeing to follow them.
4. Copies may be printed at a cost of 10 cents each.
5. You may download files although the library is not responsible for damage to your device or corruption of your data, including damage caused by mechanical malfunction or corruption caused by virus or spyware infection while using library computers.
6. Refrain from viewing pornographic visual materials or content that by contemporary community standards would be considered obscene.
7. Use headphones or ear buds when listening to audio content, and keep the volume low so you do not disturb others.
8. Do not gather around Internet stations when doing so may obstruct others or create noise that distracts others.
9. Misuse of the library's computers by minors or adults may result in the loss of computer privileges, potential loss of library privileges, and possible criminal prosecution. Loss of computer privileges will occur after one warning is given and the misuse behavior

continues. The Library's Behavior Policy describes the circumstances under which the loss of library privileges will also occur.

Misuse includes but is not limited to: a violation of the Library's Behavior Policy, endangering or damaging computer equipment, hacking into any computer system, sending harassing messages, violating copyright laws or software licensing agreements, or using public computers or connections for illegal activities.

10. The following guidelines apply to Internet use by minors (under the age of 17):

- a. Minors should never disclose any personal identification information over the Internet.
- b. Minors should not agree to get together with someone they meet online.
- c. As with other library materials, parents and/or guardians are responsible for monitoring the use of the Internet by their minor children.
- d. Parents may request that their child not be allowed to log on to the library's Internet computers.

ADOPTED by the Wasco County Library Service District Board of Directors on the _____ of 2021.

WASCO COUNTY LIBRARY SERVICE
DISTRICT BOARD OF DIRECTORS

Carolyn Wood, Chair

Mary Beechler, Vice-Chair

Tina Coleman, Board Member

Corliss Marsh, Board Member

Rita Rathkey, Board Member

ADOPTED by the Wasco County Court, Governing Body of the Wasco County Library Service District on the _____ of 2021.

WASCO COUNTY COURT
Governing Body of the
Wasco County Library Service District

County Commissioner

County Commissioner

County Commissioner

Draft

WASCO COUNTY LIBRARY SERVICE DISTRICT

POLICY ESTABLISHING BEHAVIOR RULES FOR USE OF LIBRARY

The Wasco County Library Service District's behavior rules are intended to protect the rights and safety of both library patrons and staff, and to preserve and protect the library's materials, facilities, and property.

Any person who violates rules 1 - 2 while in or on the library premises will be immediately ejected and excluded from the premises without first being given a warning to be decided by the Library Director, Assistant Director, and if they are not available, by the most senior full-time staff member. Any person so excluded may lose all library privileges for a period of up to one year, and the incident reported to the appropriate law enforcement agency.

1. The arrest of or issuance of a citation to a person for committing or attempting to commit any activity that would constitute a violation of any federal, state, or local criminal statute or ordinance, which statute or ordinance is intended to protect the rights and safety of both library patrons and staff, and to preserve and protect the library's materials, facilities and property.
2. Possessing, selling, distributing or consuming any alcoholic beverage or illegal drugs.

Any person who violates rules 3-13 while in or on the library premises will be given one warning; if the improper behavior continues after a warning has been given, then the person will be asked to leave the premises for the day. A subsequent violation of rules 4 through 15 by that person will result in that person's immediate ejection and exclusion from the library premises. Any person so excluded may lose all library privileges for a period of up to one year.

3. Engaging in conduct that disrupts or interferes with the normal operation of the library, or disturbs library staff or patrons, including, but not limited to, conduct that involves the use of abusive or threatening language or gestures, conduct that creates unreasonable noise, or conduct that consists of loud or boisterous physical behavior or talking.
4. Using library materials, equipment, furniture, fixtures or buildings in a manner inconsistent with the customary use thereof; or in a destructive, abusive, or potentially damaging manner; or in a manner likely to cause personal injury to the person or others.
5. Disobeying the reasonable direction of a library staff member.
6. Soliciting, petitioning, or distributing written materials or canvassing for political, charitable, or religious purposes inside the library building, including the doorway or vestibule.
7. Interfering with the free passage of library staff or persons in or on the library premises, including, but not limited to, placing objects such as bicycles, skateboards, backpacks or other items in a manner that interferes with free passage.
8. Bringing bicycles or other similar devices inside the library building, including the vestibule, without the permission of the library staff.
9. Operating roller skates, skateboards or other similar devices on library premises.
10. Smoking or other use of tobacco is not allowed inside library building, including the vestibule.
11. Bringing animals inside the library building (with the exception of service animals), except as allowed at a library-approved event.
12. Violating the library's rules for use of the Internet.
13. Taking library materials into restrooms or meeting room if the materials have not been checked out.

Any person who violates rules 14 - 16 while in or on the library premises will be given up to two warnings; if the improper behavior continues after the warnings have been given, then the person will be asked to leave the premises for the day.

A subsequent violation of rules 15 – 16 by that person will result in that person's immediate ejection and exclusion from the premises. Any person so excluded may lose all library privileges for a period of up to six months.

14. Creating electronic device noise which disturbs others.

15. Leaving one or more children under the age of 10, who reasonably appear to be unsupervised or unattended, anywhere in or on the library premises for a period of 10 minutes or more.

Any person who violates rules 16 and 17 while in or on the library premises will be excluded from the premises until the problem is corrected.

16. Entering the library building with bare feet or a bare chest.

17. Disturbing others because of offensive body odor.

Appeal Process

A person who has been excluded from the library or had their library privileges suspended under any of the above rules may appeal within one week the decision imposing the exclusion and/or the suspension of library privileges to the Library Director. The Director's decision may be appealed to the Library Board by submitting a written notice of appeal to the Library Director, within 5 business days of the receipt of the Library Director's decision. The Library board shall consider the appeal at their next regularly scheduled meeting. The Board shall have the power to affirm or reverse the decision of the Library Director, and a copy of the Board's decision shall be provided to the person appealing the decision.

ADOPTED by the Wasco County Library Service District Board of

Directors on the _____ day of _____, 2021.

WASCO COUNTY LIBRARY SERVICE
DISTRICT BOARD OF DIRECTORS

Carolyn Wood, Chair

Mary Beechler, Vice-Chair

Tina Coleman, Board Member

Corliss Marsh, Board Member

Rita Rathkey, Board Member

ADOPTED by the Wasco County Court, Governing Body of the Wasco County Library Service District, on the _____ day of _____ 2021.

WASCO COUNTY COURT
Governing Body of the
Wasco County Library Service District

County Judge

County Judge

County Commissioner