

AGENDA
WASCO COUNTY LIBRARY SERVICE DISTRICT
BOARD MEETING
Date: February 17, 2022, at 4:30
Location: via Zoom

The Dalles Public Library is inviting you to a scheduled Zoom meeting.

Topic: Library Board Meeting
Time: Feb 15, 2022 04:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83607720750?pwd=dnN0ZWVScDVLMGluN3BydUZ0WkoyUT09>

Meeting ID: 836 0772 0750

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- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. LIBRARY DIRECTOR REPORTS
- V. OLD BUSINESS
 - a. SIP
 - b. Book Club
- 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 18, 2022
Location: via Zoom

SUBJECT TO APPROVAL

Board members present: Mary Beechler, Corliss Marsh, Vicki Thomas

Staff present: Jeff Wavrunek, Valerie Stephenson

Meeting called to order at: ???

Regarding the letter: The Library Director received emails and phone calls from the county commissioners regarding a complaint they received about a book club. It was asked if the patron had followed board policy on challenges. No, the patron went straight to the county commissioners. The Director emailed the county commissioners and explained why the book club should be continued and the rationale for its existence. He also invited the complainant to read the books being discussed and to make an appointment with the Director to discuss anything found objectionable. It was pointed out that anonymous complaints are not how the library wants to be addressed with objectionable material.

Minutes: A correction needs to be made, Valerie's last name is wrong, it should be Stephenson. Mary Beechler made the motion to accept the minutes as corrected. Vicki Thomas seconded; the vote was unanimous to accept the minutes.

No visitors or interested parties.

Director's reports:

The Dalles – Conducted job interviews week before last. It turned out to be the hardest set of job interviews since the Library Director was hired - in a good way. Five people were interviewed and the top three were neck and neck. As soon as this Board meeting is over, he will call the top candidate and offer her the position. The other two candidates will be invited to apply for the outreach/bookmobile position when approved and posted. The candidate selected is already working in Sage, has done cataloging and programming, and will be an excellent fit.

Things at the library are going pretty good; the children's wing is picking up. We've got some new blocks. The big blocks are resting for now. The new blocks are magnetic, so they stick together. Kids are really spending a lot of time with them, it has been a good purchase. They are a bit of a hassle wrangling up at the end of the day, but the kids love them.

We still anticipate doing a lot of Zoom programming, until Omicron is over with.

Maupin – We’ve been doing programs regularly; in December we had a family craft night, which had 22 participants, kids and adults. We’ve had collage nights, and this month we’ve got a couple of workshop classes that assistant, Nancy, is doing. They are based on the power of positive intentions, mindfulness, setting positive goals, and making things in your life work that way. Thursday night we are having another craft night. We’ll be making miniature collages on a deck of cards. You’ll put inspirational quotes on each card, thereby giving you an inspirational quote to read each week.

We restarted the youth advisory council in December. We were going to have an event right after Christmas break, but the weather didn’t cooperate. It is being rescheduled.

The Maupin Director applied for the Oregon Heritage grant, but did not get it. That would have been for printing *The chaff in the wind*. She applied for the Wasco County Cultural Trust grant, and recently found out that she was awarded an Oregon Humanities grant. We can now bring in Delson Suppah, from the Warm Springs Reservation. He is the community programming liaison. She asked him to do a chapter for *The chaff in the wind*, for the new edition; but they prefer to do oral tradition. She asked him to come in and do an oral presentation night and we were able to get a grant to give him an honorarium.

She is working on *The chaff* and new chapters are coming in from different people. She needs to index it and get it off to the printer by the end of February so they can get it back in time for the centennial in May. We’ve started offering a STEM program for kids on Wednesdays, we call it Weird Science Wednesdays. She’s organizing her spring programming, and is also getting her summer reading program filled in.

Dufur – No report, as there is no one attending from Dufur. It has been suggested that the Director contact them and let them know that they need to submit a report, as the Board is interested in what they are doing.

Old business: None

New business: It was asked if the Board could go to Dufur and Maupin libraries. It had been talked about last year; maybe we could go when the weather is better. The Director stated that because of Omnicron, the City and County are still Zooming meetings, and they want everything to be consistent. So, for now the meetings will continue via Zoom. There was a brief discussion as to the possibility of having the March meeting in Maupin, and the April meeting in Dufur.

Maintenance – Last November the Library Director got a letter from the company doing maintenance at the library for years stating that he was stopping his service to the library as of January 1st. There are other janitorial companies in town, but we have someone employed as a paid volunteer on a federal program. He is willing to come in early every morning and clean the bathrooms, empty the garbage, and vacuum.

Strategic Investment Plan (SIP) - The ideal distribution of the SIP Google funds that the taxing districts want is to distribute funds according to each taxing district’s proportion of the total taxing pie. Mary Beechler made the motion that the Library Board approve the SIP distribution plan as outlined about the tax districts receiving the same percentages that they receive right now from the total tax pie. This was seconded by Vicki Thomas; the vote was unanimous. The SIP yearly distribution estimate the Director was given in November was roughly \$31,000 a year to Wasco County Library Service District. The Enterprise Zone, from building one, will be finished in 2023.

Webpage and policies – There were a discussion about putting the mission statement, policies, and challenge form on the website.

Financial: Nothing

Other business: When library minutes are typed for public record it was noticed last month that some personal names were used which could bring up some privacy issues. We want to make sure the minutes are not using names that specifically.

Library Foundation – It has been kind of hit or miss on getting together; there were quite a few donations at Christmas time, people are donating even without us prompting them.

Next meeting will be held at 4:30 on February 15, 2022, via Zoom

Meeting adjourned at 5:21

WASCO COUNTY LIBRARY SERVICE
DISTRICT BOARD OF DIRECTORS

Corliss Marsh, Chairman

Mary Beechler, Vice Chairman

Deward Hext, Board Member

Tina Coleman, Board Member

Vicki Thomas, Board Member

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2022

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
004-2100-000.11-00	39,175.04	276,422.13	527,043.00	250,620.87	52.5
004-2100-000.12-00	2,266.85	15,522.13	43,532.00	28,009.87	35.7
004-2100-000.13-00	45.34	247.35	11,000.00	10,752.65	2.3
004-2100-000.21-10	10,423.76	71,289.74	178,667.00	107,377.26	39.9
004-2100-000.21-20	248.55	1,662.64	3,468.00	1,805.36	47.9
004-2100-000.21-30	34.07	217.78	533.00	315.22	40.9
004-2100-000.21-40	19.62	1,071.37	1,699.00	627.63	63.1
004-2100-000.22-00	3,121.57	22,076.51	44,293.00	22,216.49	49.8
004-2100-000.23-00	3,885.59	24,028.37	67,925.00	43,896.63	35.4
004-2100-000.28-00	733.49	2,845.00	8,714.00	5,869.00	32.7
004-2100-000.29-00	10.00	790.00	240.00	(550.00)	329.2
004-2100-000.31-10	12,676.29	71,848.48	193,460.00	121,611.52	37.1
004-2100-000.32-20	.00	.00	750.00	750.00	.0
004-2100-000.41-10	151.87	2,029.88	5,580.00	3,550.12	36.4
004-2100-000.41-20	100.58	603.48	1,798.00	1,194.52	33.6
004-2100-000.41-40	2,075.52	10,821.23	31,132.00	20,310.77	34.8
004-2100-000.43-10	103.73	7,487.34	47,150.00	39,662.66	15.9
004-2100-000.43-40	.00	.00	30,230.00	30,230.00	.0
004-2100-000.43-45	.00	.00	250.00	250.00	.0
004-2100-000.43-51	.00	.00	.00	.00	.0
004-2100-000.43-52	.00	331.11	8,250.00	7,918.89	4.0
004-2100-000.43-77	.00	672.50	10,775.00	10,102.50	6.2
004-2100-000.52-10	.00	5,217.52	5,495.00	277.48	95.0
004-2100-000.52-30	.00	9,024.60	9,513.00	488.40	94.9
004-2100-000.52-50	.00	748.55	800.00	51.45	93.6
004-2100-000.53-20	.00	28.28	2,300.00	2,271.72	1.2
004-2100-000.53-30	715.89	4,199.70	12,955.00	8,755.30	32.4
004-2100-000.58-10	.00	.00	16,550.00	16,550.00	.0
004-2100-000.58-50	.00	.00	17,485.00	17,485.00	.0
004-2100-000.58-70	.00	535.00	7,361.00	6,826.00	7.3
004-2100-000.60-10	1,321.85	4,152.58	38,555.00	34,402.42	10.8
004-2100-000.60-20	347.00	1,717.71	8,050.00	6,332.29	21.3
004-2100-000.60-85	11,812.47	27,641.10	141,475.00	113,833.90	19.5
004-2100-000.64-20	6,794.55	48,396.47	134,500.00	86,103.53	36.0
004-2100-000.64-30	.00	687.94	5,800.00	5,112.06	11.9
004-2100-000.64-40	5,490.90	18,017.45	61,350.00	43,332.55	29.4
004-2100-000.64-80	1,026.36	4,530.35	59,476.00	54,945.65	7.6
004-2100-000.69-50	.00	20.00	500.00	480.00	4.0
004-2100-000.69-80	68.85	13,471.19	65,950.00	52,478.81	20.4
004-2100-000.72-20	.00	.00	52,100.00	52,100.00	.0
004-2100-000.74-20	.00	.00	.00	.00	.0
004-2100-000.74-30	.00	.00	.00	.00	.0
004-2100-000.74-40	.00	.00	.00	.00	.0
004-2100-000.74-50	.00	.00	.00	.00	.0
TOTAL LIBRARY	102,649.74	648,355.48	1,856,704.00	1,208,348.52	34.9

CITY OF THE DALLES
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2022

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER</u>					
004-9500-000.81-01 TO GENERAL FUND	9,143.64	64,005.48	100,580.00	36,574.52	63.6
004-9500-000.81-10 TO UNEMPLOYMENT FUND	.00	.00	.00	.00	.0
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	128,000.00	128,000.00	.0
004-9500-000.88-01 RSRV FUTURE EXPENDITURES	.00	.00	52,437.00	52,437.00	.0
004-9500-000.89-00 UNAPPROPRIATED ENDING BAL	.00	.00	785,000.00	785,000.00	.0
TOTAL OTHER	10,052.73	70,369.11	1,076,017.00	1,005,647.89	6.5
TOTAL FUND EXPENDITURES	112,702.47	718,724.59	2,932,721.00	2,213,996.41	24.5

The Dalles circulation statistics

STATS for 2021 -2022	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
VISITOR COUNT	5,293	5,188	4,960	5,939	6,390	4,544	4,956					
INTERNET USERS	Lib. 295 byod 497	Lib. 353 byod 487	Lib. 396 byod 488	Lib. 390 byod 572	Lib. 376 byod 616	Lib. 455 byod 547	Lib. 466 byod 587					
Overdrive Read	233	223	234	221	252	231	213					
Open EPUB ebook	2	3	6		1	2	4					
Kobo Ebook	2	3	12	4	12	6	11					
adobe PDF- ebook	0	2	0	1	3	1	0					
kindle book	212	159	161	178	143	188	214					
adobe EPUB ebook	66	58	60	44	61	55	50					
overdrive MP3 audio	257	294	294	259	197	249	230					
Open PDF ebook	0	0	0	1	0	0	0					
Pending (ebook)	11	16	14	18	16	18	25					
Pending (audiobook)	7	24	39	21	17	18	39					
overdrive Listens	428	524	604	537	571	507	530					
streaming Video	0	0	0	0	0	0	0					
LIBRARY2Go total	1,218	1,306	1,424	1,284	1,273	1,275	1,316					
TUMBLEBOOKS	3	15	703	384	356	196	51					
PATRONS ADDED	82	53	47	72	53	31	56					
ILL'S SENT	1,162	1,099	1,156	1,154	1,270	1,116	1,266					
ILL'S RECEIVED	589	701	582	646	667	608	619					
MONTHLY CIRC	11,177	11,103	9,865	10,386	10,421	9,915	11,637					
LIBRARY2GO	1,218	1,306	1,424	1,284	1,273	1,275	1,316					
TOTAL CIRC	12,395	12,409	11,289	11,670	11,694	11,190	12,953					

The Dalles programming statistics

Youth Services

<i>Date</i>	<i>Name of Event/Outreach</i>	<i>Number of Attendees (if recorded)</i>	<i>Number of kits</i>	<i>Overall Total</i>
1/5/2022	Baby storytime	0		0
1/12/2022	Baby storytime	9		9
1/19/2022	Baby storytime	0		0
1/26/2022	Baby storytime	0		0
1/13/2022	Toddler storytime	28		28
1/20/2022	Toddler storytime	19		19
1/27/2022	Toddler storytime	32		32
1/7/2022	Friday Morning storytime	12		12
1/14/2022	Friday Morning storytime	17		17
1/21/2022	Friday Morning storytime	19		19
1/28/2022	Friday Morning storytime	21		21
1/7/2022	Fun Friday - tissue paper butterfly	10		10
1/14/2022	Fun Friday - spaghetti tower	23		23
1/21/2022	Fun Friday - Code-a-pillars & BeeBots	22		22
1/28/2022	Fun Friday - watercolor art	7		7
1/12/2022	Beginning Readers book club	0		0
1/19/2022	Chapter Books book club	8		8
1/3/2022	Pre-school kit - Penguin Thermometer		17	17
1/10/2022	Pre-school kit - Silly Polar Bear magnet		8	8
1/18/2022	Pre-school kit - Snowman Craft Sticks		19	19
1/24/2022	Pre-school kit - Surprise Craft			0
1/3/2022	School-age kit - Beaded Snowflake		21	21
1/10/2022	School-age kit - Wintery Owl magnet		17	17
1/18/2022	School-age kit - Pompom Snowman		29	29
1/24/2022	School-age kit - Water Bead Craft		18	18
1/15/2022	Family Science Kit		5	5
1/10/2022	Bookish Box raffle - preschool	22		
1/10/2022	Bookish Box raffle - school age	37		
1/31/2022	Winter Reading Program preschool participants	32		
1/31/2022	Winter Reading Program school-age participants	66		
	TOTAL	286	0	134
				420

Teen Services

<i>Date</i>	<i>Name of Event/Outreach</i>	Number attending	Number of views, if recorded	Number of kits	
1/7/2022	Hand Warmers				39
1/14/2022	Snow Soap				13
1/21/2022	Candy Fleece Pillows				
1/24/2022	Tetris Magnets				
1/11/2022	And then what happened	2			
1/18/2022	And then what happened	1			
1/21/2022	Teen LGBTQ Book Club	0			
1/6/2022	Magic the Gathering	2			
1/13/2022	Magic the Gathering	1			
1/20/2022	Magic the Gathering	2			
1/27/2022	Magic the Gathering				
1/10/2022	Yu-gi-oh				
1/24/2022	Yu-gi-oh				
1/31/2022	Yu-gi-oh				
1/10/2022	Bookish Box raffle	43			
1/31/2022	Winter Reading Program participants	48			
	TOTAL:	99	0	52	151

Adult Services

		Number attending	Number of views, if recorded	Number of kits	
	1/6/2022 Whodunnit Book Club	5			5
	1/13/2022 Pride Book club	3			3
	1/18/2022 Science Fiction Book Club				0
	1/20/2022 3rd Thursday Book Club	9			9
	1/10/2022 Bookish Box raffle	56			56
	1/3/2022 Activity kit - Snowman door hanger			40	40
after 1/10/2022	Activity kit - Succulents				0
after 1/18/2022	Activity kit - Winter Candle				0
	1/24/2022 Activity kit - Edible Birdhouse			34	34
	1/31/2022 Screening of Hood River documentary	12			12
	1/31/2022 Winter Reading Program participants	80			80
	TOTAL	165	0	74	239

Dufur programming and
Circulation stats
For month of January

Maupin circulation and programming stats for month of January

Circulating Library Shelving Location	Month/Year	Circ Count	
WC-SWCL	ASK AT DESK	2022-01	1
WC-SWCL	AUDIOBOOKS	2022-01	8
WC-SWCL	BOARD BOOKS	2022-01	18
WC-SWCL	CHILDREN'S DVDS	2022-01	5
WC-SWCL	CHILDREN'S NON-FICTION	2022-01	27
WC-SWCL	DVDS	2022-01	144
WC-SWCL	EARLY READERS	2022-01	43
WC-SWCL	FICTION	2022-01	195
WC-SWCL	GRAPHIC NOVELS	2022-01	13
WC-SWCL	JUNIOR FICTION	2022-01	28
WC-SWCL	JUNIOR NON-FICTION	2022-01	9
WC-SWCL	LARGE PRINT	2022-01	24
WC-SWCL	LIBROS EN ESPANOL	2022-01	2
WC-SWCL	NEW BOOKS	2022-01	2
WC-SWCL	NON-FICTION	2022-01	80
WC-SWCL	OBOB	2022-01	4
WC-SWCL	PICTURE BOOKS	2022-01	103
WC-SWCL	YOUNG ADULT FICTION	2022-01	2
WC-SWCL	YOUNG ADULT NON-FICTION	2022-01	1
			709 TOTAL