

GENDA
WASCO COUNTY LIBRARY SERVICE DISTRICT
BOARD MEETING
Date: March 15, 2022, at 4:30
Location: **via Zoom**

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

Topic: Library Board meeting

Time: Mar 15, 2022 04:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89518030380?pwd=OWhJRjZGUmxyK3hjU2dNVnNldkFvZz09>

Meeting ID: 895 1803 0380

Passcode: 263159

One tap mobile

+12532158782,,89518030380#,,,,*263159# US (Tacoma)

+13462487799,,89518030380#,,,,*263159# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 895 1803 0380

Passcode: 263159

Find your local number: <https://us02web.zoom.us/j/89518030380?pwd=OWhJRjZGUmxyK3hjU2dNVnNldkFvZz09>

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

Wasco County Library Service District
Board meeting
February 15, 2022
Location: via Zoom

SUBJECT TO APPROVAL

Board members present: Mary Beechler, Corliss Marsh, Vicki Thomas, Tina Coleman, Deward Hext

Staff present: Jeff Wavrunek, Valerie Stephenson

Meeting called to order at: 4:34 pm

Minutes: 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 – The new employee started working; she has been great. Shows great initiative. *I Miss the Rain in Africa: Peace Corps as a third act*, an author event with Nancy Wesson, will be held on Monday, February 28th. Join us at 6:00 as Nancy reads an excerpt from her book and participates in a Q&A about her time in the Peace Corps and Uganda. A Galentine's Day Kit was very popular at the library this year. Galentine's Day is February 13th! This holiday debuted in 2010 in an episode of "Parks and Recreation" as a day for women to celebrate their female relationships. This kit focuses on self-care and includes a small art project. A Valentine Day's card making station at the library was popular as well. The children's wing has been busy.

Maupin – Maupin has received two Wasco County Cultural Trust grants, \$2,000 each. One for Traditional Warm Springs Dancers and Drummers to perform for the Maupin Daze Centennial event. And, one \$2,000 WCCT grant for a reprint of the *Chaff in the Wind*. An Oregon Humanities grant for \$4,000 to pay for a program with Delson Suppah from the Warm Springs Reservation to give an Oral History Chapter for *Chaff in the Wind* was awarded too. Lots of programs going on with increased attendance. We've had a Tea Blending Class, Felting Class, and a Power of Positive Intentions Class.

Dufur – (From Sarah's email) Things in Dufur have been good. Our teens have started coming back slowly after school started. We average 3 kids per evening and the knitters had a great start but the weather and COVID numbers have slowed them down again. Ursula has been working hard on advertising library activities on Facebook. She has been averaging about 3 check outs at the community meal and reads to 6 kids at the daycare and 15 at the preschool. The book fair is happening this week and has already been off to a good start.

Old business: The book club that received the complaint is still meeting with the approval of The City and County. The SIP agreement with Google has been approved between the City and the County. Now the taxing districts in Wasco County have to vote on a distribution method for the Community Service Fee, which is part of the SIP agreement. There are meetings planned for the end of February and early March with all the taxing districts to vote on their favorite distribution plan.

New business: For those that receive overdue notifications, you might have noticed something new recently. It is an "automatic renewal attempt." The wording you get is: "an automatic renewal attempt was made for the following items." It then goes on to list the item title and author, and the new due date. Even if you don't get email or text notifications, this is still happening. How does automatic renewal work? On your item's due date, our system will try to automatically renew it. You will receive an email or text letting you know which items were renewed and which items are still almost due. Most items can be renewed up to two times. Most physical items are eligible for automatic renewal. Some exceptions include: when another patron is waiting for the item, there are no renewals remaining, and your account is blocked due to fines or fees.

The Library Director is looking into whether Wowbrary is setup for the whole of Wasco County or just The Dalles Library. The Library Foundation is looking for new members. Please recommend good candidates to The Library Foundation or Library Director.

Financial: Nothing

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

Meeting adjourned at 5:21 pm.

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 8 MONTHS ENDING FEBRUARY 28, 2022

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
004-2100-000.11-00	41,610.23	318,032.36	527,043.00	209,010.64	60.3
004-2100-000.12-00	2,250.45	17,772.58	43,532.00	25,759.42	40.8
004-2100-000.13-00	.00	247.35	11,000.00	10,752.65	2.3
004-2100-000.21-10	10,441.23	81,730.97	178,667.00	96,936.03	45.7
004-2100-000.21-20	248.82	1,911.46	3,468.00	1,556.54	55.1
004-2100-000.21-30	38.24	256.02	533.00	276.98	48.0
004-2100-000.21-40	20.92	1,092.29	1,699.00	606.71	64.3
004-2100-000.22-00	3,303.01	25,379.52	44,293.00	18,913.48	57.3
004-2100-000.23-00	3,918.70	27,947.07	67,925.00	39,977.93	41.1
004-2100-000.28-00	16.80	2,861.80	8,714.00	5,852.20	32.8
004-2100-000.29-00	10.00	800.00	240.00	(560.00)	333.3
004-2100-000.31-10	430.57	72,279.05	193,460.00	121,180.95	37.4
004-2100-000.32-20	.00	.00	750.00	750.00	.0
004-2100-000.41-10	165.37	2,195.25	5,580.00	3,384.75	39.3
004-2100-000.41-20	204.18	807.66	1,798.00	990.34	44.9
004-2100-000.41-40	2,292.17	13,113.40	31,132.00	18,018.60	42.1
004-2100-000.43-10	508.76	7,996.10	47,150.00	39,153.90	17.0
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	47.52	378.63	8,250.00	7,871.37	4.6
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	13.50	41.78	2,300.00	2,258.22	1.8
004-2100-000.53-30	598.33	4,798.03	12,955.00	8,156.97	37.0
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	.00	4,152.58	38,555.00	34,402.42	10.8
004-2100-000.60-20	337.24	2,054.95	8,050.00	5,995.05	25.5
004-2100-000.60-85	6,001.88	33,642.98	141,475.00	107,832.02	23.8
004-2100-000.64-20	9,928.73	58,325.20	134,500.00	76,174.80	43.4
004-2100-000.64-30	235.81	923.75	5,800.00	4,876.25	15.9
004-2100-000.64-40	558.77	18,576.22	61,350.00	42,773.78	30.3
004-2100-000.64-80	.00	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	.00	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	83,181.23	731,536.71	1,856,704.00	1,125,167.29	39.4

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2022

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER</u>					
004-9500-000.81-01 TO GENERAL FUND	9,143.64	73,149.12	100,580.00	27,430.88	72.7
004-9500-000.81-10 TO UNEMPLOYMENT FUND	.00	.00	.00	.00	.0
004-9500-000.81-37 TO CAPITAL PROJECT FUND	909.09	7,272.72	10,000.00	2,727.28	72.7
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	80,421.84	1,076,017.00	995,595.16	7.5
TOTAL FUND EXPENDITURES	93,233.96	811,958.55	2,932,721.00	2,120,762.45	27.7

Circulation stats, The Dalles Public Library

STATS for 2021 -2022	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-21	Feb-21	Mar-2
VISITOR COUNT	5,293	5,188	4,960	5,939	6,390	4,544	4,956	5,657	
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	Lib.514 byod 95	
Overdrive Read	233	223	234	221	252	231	213	196	
Open EPUB ebook	2	3	6		1	2	4	4	
Kobo Ebook	2	3	12	4	12	6	11	7	
adobe PDF ebook	0	2	0	1	3	1	0	0	
kindle book	212	159	161	178	143	188	214	186	
adobe EPUB ebook	66	58	60	44	61	55	50	47	
overdrive MP3 audio	257	294	294	259	197	249	230	218	
Open PDF ebook	0	0	0	1	0	0	0	0	
Pending (ebook)	11	16	14	18	16	18	25	11	
Pending (audiobook)	7	24	39	21	17	18	39	17	
overdrive Listens Advantage	428	524	604	537	571	507	530	510	
	0	0	0	0	0	0	0	1450	
LIBRARY2Go total	1,218	1,306	1,424	1,284	1,273	1,275	1,316	2,646	
TUMBLEBOOKS	3	15	703	384	356	196	51	47	
PATRONS ADDED	82	53	47	72	53	31	56	49	
ILL'S SENT	1,162	1,099	1,156	1,154	1,270	1,116	1,266	1,098	
ILL'S RECEIVED	589	701	582	646	667	608	619	594	
MONTHLY CIRC	11,177	11,103	9,865	10,386	10,421	9,915	11,637	11,903	
LIBRARY2GO	1,218	1,306	1,424	1,284	1,273	1,275	1,316	2,646	
TOTAL CIRC	12,395	12,409	11,289	11,670	11,694	11,190	12,953	14,549	

Program stats: The Dalles Public Library

Youth Services

<i>Date</i>	<i>Name of Event/Outreach</i>	<i>Number Attending</i>	<i>Number of kits</i>	<i>Overall Total</i>
2/2/2022	Baby Storytime	0		
2/9/2022	Baby Storytime	0		
2/16/2022	Baby Storytime	0		
2/23/2022	Baby Storytime	3		
2/3/2022	Toddler Storytime	0		
2/10/2022	Toddler Storytime	27		
2/17/2022	Toddler Storytime	23		
2/24/2022	Toddler Storytime	43		
2/4/2022	Friday Morning Storytime	15		
2/11/2022	Friday Morning Storytime	12		
2/18/2022	Friday Morning Storytime	9		
2/25/2022	Friday Morning Storytime	5		
2/4/2022	Fun Fridays - stamp pad art	9		
2/11/2022	Fun Fridays -valentine cards	15		
2/18/2022	Fun Fridays	17		
2/25/2022	Fun Fridays	19		
2/9/2022	Beginning Readers Book Club	5		
2/16/2022	Chapter Book book club	2		
February	Pre-school activity kit - bookmarks		19	
February	School Age activity kit - Valentine Sand Art		29	
February	Family Science kit - Palm Pipes		14	
	TOTAL	204	0	62
				266

Teen Services

<i>Date</i>	<i>Name of Event/Outreach</i>	Number attending	Number of views, if recorded	Number of kits	
Feb 1 2022	Writing/book club	2			
Feb 15 2022	Writing/book club	2			
Feb 18 2022	LGBTQ book club	0			
Feb 4th	Valentine Lantern			27	
Feb 1-14th	Valentine Cards	8			
Feb 11 2022	Tie Dyed Coasters			24	
feb 25 2022	Sushi Candy			25	
feb	Gaming console	2			
2/3/2022	Magic - D&D	2			
2/10/2022	Magic - D&D	2			
2/17/2022	Magic - D&D	3			
2/24/2022	Magic - D&D	5			
	TOTAL	26	0	76	102

Adult Services

		Number Attending	Number of views if recorded	Number of kits	
Feb. 3, 2022	Whodunnit	6			
2/10/2022	Pride Book Club				
2/17/2022	3rd Thursday Book Club	8			
Feb. 8,2022	Galentine's Day Kit			41	
Feb. 1-14, 2022	Valentine's Day Card DIY (passive)	75			
Feb. 28, 2022	Nancy Wesson Author Event				
	TOTAL	75	0	41	116

MAUPIN STATISTICS:

Circulating Library	Shelving Location	Month/Year	Circ Count
WC-SWCL	ASK AT DESK	2022-02	1
WC-SWCL	AUDIOBOOKS	2022-02	13
WC-SWCL	BOARD BOOKS	2022-02	25
WC-SWCL	CHILDREN'S DVDS	2022-02	6
WC-SWCL	CHILDREN'S NON-FICTION	2022-02	22
WC-SWCL	DVDS	2022-02	131
WC-SWCL	EARLY READERS	2022-02	52
WC-SWCL	FICTION	2022-02	164
WC-SWCL	GRAPHIC NOVELS	2022-02	8
WC-SWCL	JUNIOR FICTION	2022-02	33
WC-SWCL	JUNIOR NON-FICTION	2022-02	20
WC-SWCL	LARGE PRINT	2022-02	10
WC-SWCL	LIBROS EN ESPANOL	2022-02	2
WC-SWCL	NEW BOOKS	2022-02	1
WC-SWCL	NON-FICTION	2022-02	65
WC-SWCL	OBOB	2022-02	10
WC-SWCL	PICTURE BOOKS	2022-02	105
WC-SWCL	YOUNG ADULT FICTION	2022-02	5
WC-SWCL	YOUNG ADULT NON-FICTION	2022-02	2
		TOTAL:	675

Programming stats:

February STATS:

7 new patrons registered

February in the Library....

Celebrated Black History Month with a display

Positive Intentions Class 7 in attendance

Tea Blending Class - 15 in attendance

Felting Class - 16 in attendance

OBOB each Tuesday - 5 in attendance

STEM Wednesdays - 3 participants

DUFUR STATISTICS:

There were 604 transactions on books for the month of February and 32 transactions on DVD's.

We had two family nights for the book fair; 3 adult activities with 2 patrons each time and two teen activities with 4 patrons.

Potlatch was attended 4 times with an average of 4 people checking out (there have only been 10 people coming to potlatch but that is increasing).

There were 4 storytimes at daycares this month averaging 7 attendees.

Preschool story times were 8 with an average of 15 people in attendance.