

AGENDA
WASCO COUNTY LIBRARY SERVICE DISTRICT
BOARD MEETING

Date: April 15, 2025 @ 4:30 p.m.

Location: Southern Wasco County Library (Maupin), and via Zoom

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

Topic: Library Board meeting

Time: Apr 15, 2025 04:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85931820497>

Meeting ID: 859 3182 0497

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. LIBRARY DIRECTOR REPORTS (submitted via email)
- V. OLD BUSINESS
 - a. Matthew Klebes, City Manager, City admin fees
 - b. Social Media and Bookmobile policies adopted by County
 - c. Strategic planning
 - d. Maupin MOU, Dufur?
 - e. Director evaluation form: adopt/implement/timelines
 - f. OLA conference (checks)
- VI. NEW BUSINESS
 - a. Board self-evaluation: review document and process
 - b. Board vacancies, recruitment process, calendar
- VII. FINANCIAL REVIEW
- VIII. ADJOURNMENT
 - a. Set Next Meeting Date and Location
 - b. Adjourn

Our mission is to provide Wasco County citizens with free and equal access to materials relevant to their informational needs, and to serve as an unbiased source of information with opportunities provided for personal, educational, cultural, and recreational enrichment.

**Wasco County Library Service District
Board Meeting
Tuesday, March 18, 2025
Location: The Dalles Library & Zoom**

SUBJECT TO APPROVAL

Board Members Attending: Dave Mason, Mary Beechler, Rita Rathkey, Corliss Marsh

Staff Attending: Jeff Wavrunek, Sarah Tierney

Called to Order: The meeting was called to order at 4:37 p.m. by Dave Mason

Minutes: Rita Rathkey moved to approve the minutes as presented, seconded by Corliss Marsh. Vote was unanimous, and the minutes were approved.

Visitors and interested parties: Matthew Klebes, City Manager of The Dalles, was here to talk about the formula used to determine the Administrative Fee for the upcoming budget year. Because invoices for items for the District are now going to County Finance instead of the City, the Board thinks the administrative fee should be reduced. There are other factors that determine the fee. For instance, the new Assistant Library Director position, is the Programming and Outreach Coordinator position bumped up to a non-exempt position. Matthew used as an example the position currently open at City Hall for an Assistant City Manager. That position is going to combine with the Human Resources Director position. The salary range will be slightly higher, but both of these positions need City Council approval.

Matthew used the white board to show an example of how the administrative fee formula is determined. Various factors were discussed; and the Board was assured that they will receive a draft of the proposed methodology by April 1st.

Matthew gave an update on the HVAC. The tentative timeline is to put it out to bid late this spring, and to do the project in the fall. Things that have to be taken into consideration are the time it takes to order and receive parts. Prices may increase. Speaking of which, as far as the new storage building for the upper parking lot, cost increases have already been negatively impactful. Originally, the anticipated cost was about \$380,000. It is now anticipated going over \$500,000.

Matthew asked about the self-checkout machine. Was there something the city IT department could do. Jeff explained that they have been helping. The issue seems to be with the Sage consortium ILS. Their servers seem to be dropping us since the latest update in November.

Matthew wants to be kept in the loop about library expansion plans. There are a lot of factors that go into something like that and he needs to be in on it from the beginning.

Library Director Reports: There was a question on The Dalles report regarding changing the 5-Year Capital Expenditure Plan. Jeff stated it keeps changing. Jeff put \$100,000 into the Capital Improvement Fund for the new addition; but Matthew has reservations. The \$100,000 is in the library's reserve fund.

Old Business: This is the third time visiting the Ethics Statement with the possibility of adopting. The suggestion was made to change the wording, removing "trustee" and replacing with Board; and everywhere that it says trustee, replace with Board or Board member. Dave asked for a motion to adopt the statement, with the recommended changes; and to note that this is something that would be reviewed at the annual meeting each July. Mary made the motion to adopt the Ethics Statement, with the adjustments suggested, and that it be revisited in July; seconded by Rita Rathkey. There was no further discussion, and the vote was unanimous.

Social Media and Bookmobile policies, which were approved previously, are ready to be signed.

Strategic Planning Session -- Jeff said that in talking to Darcy, at the State Library, she wanted to relay that if funding gets reduced, she's going to take early retirement, so wouldn't be available for strategic planning. She did suggest two other names.

Maupin MOU -- Jeff can't attend the meeting on April 1st. Brief discussion as to whether they should go ahead without him. Yes, they will. There was a question regarding finances, is it going to show a formula for how much money they are going to get each year? The response was that they can't specify how much for each year, as that would change it from an MOU to a contract. However, wording can be put in about striving to increase the library's funding each year based on the expected tax revenue report prepared by the Wasco County Assessor. Dave congratulated Valerie and Mary for doing some great work.

Van phone and Wi-Fi update -- The phone has been purchased. However, there have been problems with the SIM card that provides Wi-Fi to the van. The Board will like to see a more comprehensive van report each month, listing each stop with number of patrons.

County financial statements -- Jeff said that the county finance director sent a sample report that would work, similar to the City's. Jeff will ask for this report on a monthly basis.

Financial Review: no issues

New Business: Director's evaluation form -- Dave has done some research, and sent out a sample form. Mary Beechler pointed out that it needs to say "advisory board" as that is what they are. There was a discussion as to whether the wording on the top of the evaluation form should be changed to reflect the fact that the board is assisting the City in the evaluation. It was pointed out that the Board's by-laws state that they are responsible for an evaluation, with the evaluation then going to the City for the actual evaluation that goes in the personnel file. The form Dave shared is library specific, unlike the form used by the City. The board likes this form, because it is library specific. There are some modifications they would like, such as rating levels. Suggestions for changes need to be sent to Dave by April 1st, and it will be up for adoption at the April 15th meeting.

There was a brief discussion regarding the OLA conference in late April, as to which LB members are going and if hotel rooms are needed.

Meeting was adjourned at 5:53 p.m.

**Wasco County Library Service
District, Board of Directors**

Dave Mason, Chairman

Rita Rathkey, Vice Chairman

Corliss Marsh, Board Member

Mary Beechler, Board Member

Tina Coleman, Board Member

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
LIBRARY					
004-2100-000,11-00	REGULAR SALARIES	67,907.54	574,896.36	812,194.00	237,297.64 70.8
004-2100-000,12-00	PARTTIME/TEMP SALARIES	3,285.12	33,585.97	66,888.00	33,302.03 50.2
004-2100-000,13-00	OVERTIME SALARIES	.00	788.61	13,105.00	12,316.39 6.0
004-2100-000,21-10	MEDICAL INSURANCE	11,871.81	110,090.42	218,738.00	108,647.58 50.3
004-2100-000,21-20	L-T DISABILITY INSURANCE	428.18	3,559.91	5,173.00	1,613.09 68.8
004-2100-000,21-30	LIFE INSURANCE	42.52	365.97	598.00	232.03 61.2
004-2100-000,21-40	WORKERS COMP INSURANCE	19.71	1,922.41	2,108.00	185.59 91.2
004-2100-000,22-00	FICA	5,272.22	45,291.89	67,127.00	21,835.11 67.5
004-2100-000,23-00	RETIREMENT CONTRIBUTIONS	8,549.47	70,685.75	99,746.00	29,060.25 70.9
004-2100-000,28-00	VEBA CONTRIBUTIONS	24.78	3,817.60	13,743.00	9,925.40 27.8
004-2100-000,29-00	OTHER EMPLOYEE BENEFITS	289.85	2,460.98	4,468.00	2,007.02 55.1
004-2100-000,31-10	CONTRACTUAL SERVICES	2,422.46	23,553.61	110,790.00	87,236.39 21.3
004-2100-000,32-20	SPECIAL LEGAL SERVICES	.00	.00	750.00	750.00 .0
004-2100-000,41-10	WATER & SEWER	181.73	2,380.64	6,780.00	4,399.36 35.1
004-2100-000,41-20	GARBAGE SERVICES	196.79	1,378.70	4,120.00	2,741.30 33.5
004-2100-000,41-40	ELECTRICITY	4,573.75	15,702.76	33,000.00	17,297.24 47.6
004-2100-000,43-10	BUILDINGS AND GROUNDS	1,178.51	17,373.09	75,450.00	58,076.91 23.0
004-2100-000,43-40	OFFICE EQUIPMENT	.00	613.48	.00	(613.48) .0
004-2100-000,43-45	JOINT USE OF LABOR/EQUIP	.00	.00	350.00	350.00 .0
004-2100-000,43-51	GAS/OIL/LUBRICANTS	.00	.00	.00	.00 .0
004-2100-000,43-52	LIBRARY VEHICLE	288.71	2,395.64	22,800.00	20,404.36 10.5
004-2100-000,43-77	HVAC SYSTEMS	.00	1,050.00	15,825.00	14,775.00 6.6
004-2100-000,52-10	LIABILITY	.00	10,609.85	8,340.00	(2,269.85) 127.2
004-2100-000,52-30	PROPERTY	.00	13,485.88	13,250.00	(235.88) 101.8
004-2100-000,52-50	AUTOMOTIVE	.00	1,280.97	4,400.00	3,119.03 29.1
004-2100-000,53-20	POSTAGE	39.17	433.44	2,300.00	1,866.56 18.9
004-2100-000,53-30	TELEPHONE	792.73	7,254.90	10,780.00	3,525.10 67.3
004-2100-000,58-10	TRAVEL, FOOD & LODGING	119.98	351.14	9,180.00	8,828.86 3.8
004-2100-000,58-50	TRAINING AND CONFERENCES	.00	.00	11,470.00	11,470.00 .0
004-2100-000,58-70	MEMBERSHIPS/DUES/SUBSCRIP	.00	419.00	3,950.00	3,531.00 10.6
004-2100-000,60-10	OFFICE SUPPLIES	484.89	12,034.56	23,005.00	10,970.44 52.3
004-2100-000,60-20	JANITORIAL SUPPLIES	531.45	3,810.45	8,250.00	4,439.55 46.2
004-2100-000,60-85	SPECIAL DEPT SUPPLIES	23,375.41	125,402.77	182,450.00	57,047.23 68.7
004-2100-000,64-20	LIBRARY BOOKS AND BINDING	3,116.20	9,789.96	8,000.00	(1,789.96) 122.4
004-2100-000,64-30	LIBRARY PERIODICALS	736.74	1,946.95	5,800.00	3,853.05 33.6
004-2100-000,64-40	AUDIO/VISUAL MATERIALS	1,387.11	15,867.62	62,350.00	46,482.38 25.5
004-2100-000,64-80	COMPUTER SOFTWARE	.00	105.13	.00	(105.13) .0
004-2100-000,69-50	MISCELLANEOUS EXPENSES	.00	.00	1,000.00	1,000.00 .0
004-2100-000,69-80	ASSETS < \$5000	.00	8,998.42	35,000.00	26,001.58 25.7
004-2100-000,72-20	BUILDINGS	8,201.40	39,782.18	50,000.00	10,217.82 79.6
004-2100-000,74-20	VEHICLES	.00	220,639.00	240,000.00	19,361.00 91.9
004-2100-000,74-30	FURNITURE AND FIXTURES	.00	17,437.50	.00	(17,437.50) .0
004-2100-000,74-40	OFFICE EQUIPMENT	.00	.00	24,000.00	24,000.00 .0
004-2100-000,74-50	COMPUTER EQUIPMENT	.00	.00	.00	.00 .0
TOTAL LIBRARY		145,318.23	1,401,563.51	2,277,278.00	875,714.49 61.6

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING MARCH 31, 2025

LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER</u>						
004-9500-000.81-01	TO GENERAL FUND	22,084.30	198,758.70	251,353.00	52,594.30	79.1
004-9500-000.81-10	TO UNEMPLOYMENT FUND	.00	.00	.00	.00	.0
004-9500-000.81-37	TO CAPITAL PROJECT FUND	.00	.00	110,000.00	110,000.00	.0
004-9500-000.88-00	CONTINGENCY	.00	.00	227,727.00	227,727.00	.0
004-9500-000.88-01	RSRV FUTURE EXPENDITURES	.00	.00	431,627.00	431,627.00	.0
004-9500-000.89-00	UNAPPROPRIATED ENDING BAL	.00	.00	822,515.00	822,515.00	.0
TOTAL OTHER		22,084.30	198,758.70	1,843,222.00	1,644,463.30	10.8
TOTAL FUND EXPENDITURES		167,402.53	1,600,322.21	4,120,500.00	2,520,177.79	38.8

Wasco County, OR



YEAR-TO-DATE BUDGET REPORT

FOR 2025 09

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
400 BEGINNING FUND BALANCE							
706R02G1 400000 BEGINNING FUND BAL	-1,634,835	-1,634,835	-1,818,045.43	.00	.00	183,210.43	111.2%
TOTAL BEGINNING FUND BALANCE	-1,634,835	-1,634,835	-1,818,045.43	.00	.00	183,210.43	111.2%
TOTAL REVENUES	-1,634,835	-1,634,835	-1,818,045.43	.00	.00	183,210.43	
417 INVESTMENT EARNINGS							
706N0199 417100 INTEREST EARNED	-50,215	-50,215	-73,730.82	-7,175.47	.00	23,515.82	146.8%
706R0299 417101 UNSEG TAX INTEREST	0	0	-76.56	-4.79	.00	76.56	100.0%
TOTAL INVESTMENT EARNINGS	-50,215	-50,215	-73,807.38	-7,180.26	.00	23,592.38	147.0%
TOTAL REVENUES	-50,215	-50,215	-73,807.38	-7,180.26	.00	23,592.38	
422 PASS THROUGH PAYMENTS							
706R027E 422200 PREVIOUSLY LEVIED	-78,586	-78,586	-20,724.06	-1,026.01	.00	-57,861.94	26.4%*
706R027E 422205 TAXES COLLECTED IN	-1,964,657	-1,964,657	-1,958,871.66	-14,266.93	.00	-5,785.34	99.7%*
706R027E 422210 PILT	0	0	-1.22	.00	.00	1.22	100.0%
706R027E 422225 HERT REVENUES	0	0	-3,645.01	.00	.00	3,645.01	100.0%
TOTAL PASS THROUGH PAYMENTS	-2,043,243	-2,043,243	-1,983,241.95	-15,292.94	.00	-60,001.05	97.1%
TOTAL REVENUES	-2,043,243	-2,043,243	-1,983,241.95	-15,292.94	.00	-60,001.05	
560 SPECIAL PAYMENTS							
706R024M 521500 CONTRACTED SERVICE	115,188	115,188	70,749.44	3,999.49	.00	44,438.56	61.4%
706R024M 523500 MEALS LODGING & RE	16,300	16,300	3,536.84	482.00	.00	12,763.16	21.7%
706R024M 523510 TRAVEL & MILEAGE	0	0	494.45	21.47	.00	-494.45	100.0%*
706R024M 524100 DUES & SUBSCRIPTIO	0	0	1,361.06	.00	.00	-1,361.06	100.0%*
706R024M 526190 BOOKS	161,000	161,000	58,395.90	4,742.22	.00	102,604.10	36.3%
706R024M 527120 SOFTWARE	29,000	29,000	4,075.28	.00	.00	24,924.72	14.1%
706R024M 527150 EQUIPMENT - OFFICE	20,720	20,720	.00	.00	.00	20,720.00	.0%
706R024M 527180 EQUIPMENT - NON-CA	24,500	24,500	11,344.00	.00	.00	13,156.00	46.3%
706R024M 564100 CONTRACTUAL PAYMEN	2,144,007	2,144,007	1,618,690.62	.00	.00	525,316.38	75.5%

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The Dalles-Wasco County Library Report

April 18, 2025

- a) Working on 25/26 budget for county.
- b) Monday lunch time yoga class is building participation through word-of-mouth.
- c) Maggie has given me May 5th as her last day of employment after almost 35 years of working at the library. She is looking forward to a well-deserved retirement.
- d) An offer went out to a HR/Assistant City Manager candidate. Waiting to see if accepted.
- e) Quilt exhibit is no longer hanging from the mezzanine. Wish we could have them hang year-around. Everybody misses the colorful, creative designs.
- f) The movie Tremors was held at the Granada Theater. Very well-received! We had quite a few teens attend.
- g) The Masters Family Circus, was quite popular and drew a big crowd. The aerial gymnast was a huge hit. Her apparatus went up to the ceiling in the new fiction area. It took a lot of maneuvering, time, and work to create space for the event. This only proved to highlight the need for an auditorium addition to the library.
- h) The Oregon Reptile Man was well-liked and drew an extremely large crowd as kids could touch the reptiles.
- i) Stuffed Animal Sleepover event had an enthusiastic response from all the kids involved. They took great care of their plushies!
- j) April is the big A Study in Scarlet Sherlock Holmes Community Read event. So far so good. Lots of participation and fun for all involved.
- k) Oregon's Birdman, Karl Anderson, was popular on Saturday, April 5.
- l) Martin, the new Children's/Teen Librarian did a Sherlock Holmes puppet theater and is creating two STEM kits for circulation, a birdwatching kit and a nature activity backpack.
- m) The Fiddle Fairy Violin Concert on Saturday, April 12th is getting a lot of positive buzz and we are expecting a big crowd.
- n) Tea & Tranquility Meditation & Self-Care Circle has been boosted to twice a month based on popular demand.
- o) City manager brought his children on March 22, for the St. Paddy's Celtic Family Concert. Great to see him take advantage of our free events!

The Dalles Library circulation stats through March 2025

STATS for 2024 -2025												
	Jul-24	Aug-24	Sep-24	Oct-24	45597	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
VISITOR COUNT	10,448	9,469		9,843	10,388	8,922	10,071	8,770	11,468			
INTERNET USERS	Library	752	798		533	431	533	658	590	720		
	wifi users	513	426	211	549	571	466	359	686	380		
Overdrive Read	510	857	492	500	420	431	497	436	485			
Open EPUB ebook		0	0	0	0	0	0	0	0			
Kobo Ebook	1	1	0	3	5	2	3	4	3			
OverDrive Magazines	228		199	200	218	286	268	297	333			
kindle book	297	473	229	244	197	232	296	283	276			
adobe EPUB ebook	1	3	4	3	2	0	4	1	3			
overdrive MP3 audio	15	35	26	41	14	0	0	0	0			
Open PDF ebook	-	0	0	0	0	0	0	0	0			
Pending (ebook)	3	5	9	4	9	10	6	6	15			
Pending (audiobook)	38	60	26	37	27	26	33	24	20			
overdrive Listens	1,307	2,200	1273	1,240	1,129	1,283	1,318	1,217	1,430			
Advantage	2,442	2,390	2439	2,427	2,207	2,439	2,595	2634	2622			
LIBRARY2Go total	4,842	6,024	4,697	4,699	4,228	4,709	5,020	4,902	5,187			
TUMBLEBOOKS	-	0	1	6	20	22	0	0	0			
PATRONS ADDED	80	74	64	79	65	67	67	48	69			
ILL'S SENT	1,193	1,295	1138	1,345	1,068	1,103	1,238	1,073	1,242			
ILL'S RECEIVED	588	515	494	572	533	533	664	617	618			
MONTHLY CIRC	15,329	14,091	10691	14,014	12,387	12,725	13,283	12,212	13,322			
LIBRARY2GO	4,842	6,024	4,697	4,699	4,228	4,709	5,020	4,902	5,187			
TOTAL CIRC	20,171	20,115	15,388	18,713	16,615	17,434	18,303	17,114	18,509			

The Dalles Public Library programming statistics for the month of March 2025

Youth Services:

Number of events planned	Type of Event	Attending
16	Storytimes (babies, toddlers, preschool)	226
3	Fun Friday (after school program)	47
2	Snapdragon Yoga (aimed at preschool & parents)	21
2	Tumi Tales (read to a dog)	18
2	Outreach visits (preschools, day cares, elementary school)	405 (two cancelled)
2-part	Stuffed Animal Sleepover	99
1	Musical Petting Zoo	45
1	First Saturday Event: Angel Ocasio	63
1	Meet a Ballerina	27
5	Spring Break performers (1 each day of break)	555

TOTAL OF 64 EVENTS PLANNED, WITH 1,508 PEOPLE ATTENDING

Teen Services:

Number of events planned	Type of Event	Attending
1	Shadow Boxes	11
2	Art Club	0 (one cancelled)
1	Game of Tag	14
4	Norcor outreach	53
3	Middle/High School Lunch outreach visits	195 (one cancelled)
4	Thursday Games (an idea that didn't work at this time)	0
1	Crochet & Coffee	7
1	Guess That Song	18
2	Open VR gaming	18
1	RPG @ TDPL	15
5	Spring Break activities for teens	192

TOTAL OF 26 PROGRAMS PLANNED, 531 ATTENDED

The Dalles Public Library programming statistics for the month of March 2025

Adult Services:

Number of events planned	Type of Event	Attending
2	Chess Club (open to kids, teens, & adults)	12
5	Yoga Mondays	21 (one cancelled)
5	4 Chord Ukulele class	30
1	Fabric Wrapped Basket sewing class	attendance not recorded
9	Book Clubs	56
1	Tea & Tranquility Workshop	30
3	Art Club	6 (2 cancelled)
1	Guided Watercolor w/Yvonne Pepin-Wakefield	15
2	Jewelry Making	24
1	Judi Blaze, author talk	attendance not recorded
3	Virtual Author Events	not reported
1	Embroidery w/Steph Evans	12
1	Open MakerSpace (teens & adults)	5
9	Senior outreach visits (various assisted living places)	47
1	Coffee & Coloring	5
1	Computer Assistance & Coffee	2
1	CGCC Library Outreach for pre-college students	8

TOTAL OF 46 PROGRAMS PLANNED, WITH 273 ATTENDING

All Ages Events:

Number of events planned	Type of Event	Attending
1	Native American Innovations Exhibit (up all month)	985
1	Mario Scavenger Hunt Day (10 day event)	participation not reported
1	New Release Movie Matinee (Moana 2)	24
1	Celtic Family Concert	60
1	Family Lego Pizza Night	60
1	Raptor Touch Table w/Discovery Center	39

TOTAL OF 6 PROGRAMS PLANNED, WITH 1,168 ATTENDING

For the month of March, there were a total of 142 programs planned, with 3,480 attending

Bookmobile stops for the month of March 2025

(circulation will be included next month, was not possible for March; however, the actual number of items checked out is included in the Circ Statistic report, just not separated)

Bookmobile Stops		0-10	Tween/Teen	Adult	Total
3/3/2025	Chenowith School Bookmobile Tour	73	0	6	79
3/5/2025	Wamic Bookmobile Stop		0	3	3
3/5/2025	Antelope Bookmobile Stop		0	1	1
3/6/2002	Celilo Bookmobile Stop		0	3	3
3/7/2025	Dufur Bookmobile Stop	2	1	7	10
3/11/2025	Friend Bookmobile Stop	3	0	2	5
3/13/2025	Rowena Bookmobile Stop	0	0	0	0
3/6/2025	Wonderworks Bookmobile Stop	3	0	4	7
3/13/2025	Wonderworks Bookmobile Stop		0	1	1
3/20/2025	Wonderworks Bookmobile Stop		0	1	1
3/27/2025	Wonderworks Bookmobile Stop	6	0	4	10
3/26/2025	Tygh Valley Bookmobile Stop		0	5	5
3/12/2025	Shaniko Bookmobile Stop		0	0	0
3/18/2025	Pine Hollow Bookmobile Stop	0	0	0	0
3/18/2025	Sportsman Park Bookmobile Stop	4	1	1	6
3/27/2025	The Dalles East Side Bookmobile Stop	0	0	0	0
3/20/2025	Chenoweth Bookmobile Stop	2	1	2	5
TOTALS:		93	3	40	136

There was a total of 17 Word Wagon stops, including one that was actually a tour of first graders.

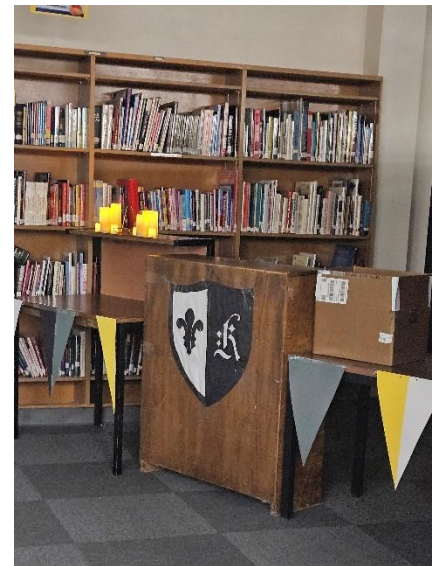
Dufur Director's Report for April 2025 meeting

The library is BUSTLING this week (4/7-4/11) with library week activities. We are celebrating National School Library month with all kinds of medieval activities and a reading contest. Kids have been playing giant chess, making catapults, jousting, throwing axes and building castles. The students who read the most in each class will win a prize.

Once library week ends I will be focusing again on weeding. I made pretty good progress in the fiction section last month. I hope to finish up fiction and start on the E section.

We have had an uptick in adults using computers in the last month. I am curious to see if that holds true for an extended period.

The revitalization grant has been spent. We were able to purchase two new shelf islands, a new story time chair and the stand to a permethrin board. We used the funds from the county to purchase the actual permethrin board. The board was delivered on Friday and will be set up when the stand gets here.



program stats

4 Preschool storytimes average 14 in attendance
43 grade school programs average 20 in attendance
3 fiber guild programs average 5 in attendance

	Dufur Statistics												TOTAL FOR FISCAL YEAR
	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	
Adult fiction		3	4	8				1	5				21
Adult nonfiction													0
Audiobooks			1										1
Biographies			1	4				4	3				12
CD's													0
DVDs		7	3	13				21	45				89
Children's fiction													0
Easy Readers								180					180
Fiction		22	282	269				165	128				866
Nonfiction		12	228	231				122	135				728
Paperbacks								24					
E		43	335	354					175				907
Prek/Board books		14	26	39				31	16				126
Videos								1					1
TOTAL CIRCULATION	0	101	880	918	0	0	0	549	507	507	0	0	2931

Nothing reported

Nothing reported

No meeting, nothing reported

due to system upgrades, report not available

Maupin library director's report for April 2025 meeting (March events)

April Director's Report

- Garden Expo was a huge success again with the seed library/exchange. 250 in attendance over 4 hours of event with vendors and information booths
- Another big meeting was the Solar Project meeting for Juniper Flats with over 100 in attendance in the community room and the library
- The District Library Board, Jeff, Valerie and the City Manager and City Recorder of Maupin have been working on the MOU agreement, and it is nearing completion.
- Ongoing programs continue successfully
- We celebrated READ Across America week with games and scavenger hunts in the library.
- Spring Break we had a craft project as a self-directed activity for kids
- Programs and Attendance in March –
 - Minecraft – 11
 - Legos – 21
 - RWYW Book Club – 6
 - Knots & Needles – 14
 - Homeschool families – 9
 - WIC – 9
 - Solar Meeting – 100
 - Garden Club – 25
 - Garden Expo – 250
 - Spring Break Craft – 2
 - Storytime – 7
 - 4-H – 21
 - High School Class Visit – 15
 - Read Across America Week – 8

Maupin statistics													Total for
	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	fiscal year
Adult Graphic Novels		2	1	1			1		1				6
Ask at desk		2	3	4			4		2				15
Audiobooks		4	11	13			3		8				39
Board books		16	12	10			18		16				72
Children's DVDs		4	6	1			3		9				23
Children's non-fiction													0
DVDs		124	140	256			75		112				707
Early readers		15	14	24			26		13				92
Fiction		226	216	208			150		173				973
Graphic Novels													0
Junior fiction		53	53	53			30		43				232
Junior/Children's non-fiction		6	11	19			27		25				88
Junior graphic novels		13	9	20			8		27				77
Junior series				2			3		8				13
JM non-fiction		1		9			12		7				29
Large print		24	17	18			15		14				88
Library of Things		2	12	6			5		8				33
Libros en Espanol		1											1
Music Cds		1	1	1									3
New books			1										1
Non-fiction		75	69	57			76		84				361
OBOB		1	6	8			1						16
Picture books		43	68	103			87		110				411
Stacks		6	3	5									14
Young Adult Graphic Novels		14	18	20			6		1				59
Young Adult Fiction		17	15	14			13		9				68
Young Adult Nonfiction			1				1						2
Reference				1			1						2
TOTAL CIRCULATION	0	650	686	852	0	0	565	0	670	0	0	0	3423
PATRON COUNT													
New patrons added:			10				826	741	841				2408
Reading Room Visits			13				26	23	37				99
Reference							112	94	104				310
Computer useage							59	48	43				175
Self-Directed Activities									10				10

City of The Dalles, Oregon
DETAIL OF TRANSFERS FOR SERVICES PROVIDED BY THE GENERAL FUND
TO THE AIRPORT, LIBRARY AND PUBLIC WORKS FUNDS FOR FY24/25.

Department	Total Expenditures	General Fund %	General Fund Amount	Street Fund %	Street Fund Amount	Water Fund %	Water Fund Amount	W. Water Fund %	W. Water Fund Amount	PW % Total	Library Fund %	Library Fund Amount	Airport Fund %	Airport Fund Amount	GRAND TOTALS
City Council	204,536	52.69%	155,147	7.42%	7,747	11.63%	12,138	10.89%	11,366	82.62%	4.51%	4,704	12.87%	13,435	100.00%
City Clerk	172,910	83.16%	143,785	2.29%	3,956	3.46%	5,976	3.30%	5,700	92.20%	1.25%	2,165	5.55%	11,328	100.00%
City Manager	388,087	48.11%	186,721	8.64%	33,515	15.71%	60,958	11.60%	45,007	84.05%	7.75%	30,059	8.20%	31,826	100.00%
Legal	356,498	48.11%	171,522	8.64%	30,787	15.71%	55,997	11.60%	41,344	84.05%	7.75%	27,512	8.20%	29,236	100.00%
Finance	645,792	36.66%	236,775	11.90%	76,837	18.96%	122,570	13.92%	89,926	81.47%	10.65%	66,765	7.88%	50,919	100.00%
Utility Billing	231,852	0.00%	-	0.00%	-	53.50%	124,041	46.50%	107,811	100.00%	0.00%	-	0.00%	-	100.00%
Technology	670,703	59.24%	397,324	8.33%	55,865	15.33%	102,850	12.45%	83,488	95.35%	9.26%	62,075	0.00%	-	104.61%
Human Resources	447,785	46.02%	206,083	9.90%	44,327	20.57%	92,095	11.66%	52,205	88.15%	1.85%	53,076	0.00%	-	100.00%
Judicial	121,394	100.0%	121,394	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%
Planning	712,231	100.0%	712,231	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%
Economic Development	203,117	95.0%	192,961	0.00%	-	0.0%	-	0.0%	-	95.00%	-	-	5.00%	10,156	100.00%
Police	5,575,456	100.0%	5,575,456	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%
General Services	681,483	100.0%	681,483	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%
Code Enforcement	324,616	100.0%	324,616	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%
Dog Control	173,734	100.0%	173,734	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%
Totals	10,910,194		9,279,233		253,033		576,625		436,847			248,455		146,900	
	(5,850,000)														
Watershed Patrol- 1/2 of personal services costs***				-	-		61,295		-					61,295	
Sub Total							61,295							146,900	
Total Interfund Transfer from Other Funds for Admin Services					253,033		637,920		436,847			248,455		146,900	

Department	Total Expenditures	General Fund		Street Fund		Water Fund		W. Water Fund		% Total		Library Fund		Airport Fund		GRAND TOTALS
		%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	
City Council	220,998	53.22%	164,459	9.72%	11,751	12.31%	14,871	11.56%	13,969	86.80%	3.81%	4,602	9.39%	11,345	100.00%	
City Clerk	175,333	85.60%	150,085	3.15%	5,527	3.77%	6,609	3.66%	6,421	96.18%	1.06%	1,855	2.76%	4,837	100.00%	
City Manager	432,938	49.20%	213,022	9.94%	43,028	16.09%	69,647	11.31%	48,972	86.54%	7.38%	31,953	6.08%	26,316	100.00%	
Economic Development	199,282	95.00%	189,318	0.00%	-	0.00%	-	0.00%	-	95.00%	0.00%	-	5.00%	9,964	100.00%	
City Attorney	371,763	49.20%	182,921	9.94%	36,948	16.09%	59,806	11.31%	42,052	86.54%	7.38%	27,438	6.08%	22,598	100.00%	
Finance	678,766	39.28%	266,593	11.88%	80,640	19.03%	129,165	13.00%	88,264	83.19%	10.35%	70,241	6.46%	43,864	100.00%	
Utility Billing	243,961	0.00%	-	0.00%	-	53.50%	130,519	46.50%	113,442	100.00%	0.00%	-	0.00%	-	100.00%	
Technology	1,151,883	59.24%	682,375	8.90%	102,523	15.15%	174,542	11.93%	137,417	95.22%	8.67%	99,910	0.00%	-	103.90%	
Personnel	454,693	46.78%	212,706	9.99%	45,431	20.76%	94,389	10.37%	47,131	87.90%	12.10%	55,036	0.00%	-	100.00%	
Judicial	127,233	100.0%	127,233	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%	
Community Development	782,805	100.0%	782,805	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%	
Police	6,529,654	100.0%	6,529,654	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%	
General Services	674,068	100.0%	674,068	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%	
Code Enforcement	337,545	100.0%	337,545	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%	
Dog Control	186,047	100.0%	186,047	0.0%	-	0.0%	-	0.0%	-	100.00%	-	-	0.00%	-	100.00%	
Totals	12,566,969		10,698,831		325,847		679,549		497,668			291,034 (27,438)		118,924	-	
Total Interfund Transfer from Other Funds for Admin Services																
					325,847		679,549		497,668			263,596		118,924		

**Wasco County Library Service District
Library Board
Ethics Statement**

Wasco County Library Service District Board members are accountable for the resources of the libraries as well as to see that the libraries provide the best possible service to their community.

Every Board member makes a personal commitment to contribute the time and energy to faithfully carry out his/her duties and responsibilities effectively and with absolute truth, honor and integrity.

- Board members shall respect the opinions of their colleagues and not be critical or disrespectful when they disagree or oppose a viewpoint different than their own.
- Board members shall comply with all the laws, rules and regulations that apply to them and to their libraries.
- Board members, in fulfilling their responsibilities, shall not be swayed by partisan interests, public pressure or fear of criticism.
- Board members shall not engage in discrimination of any kind and shall uphold library patrons' rights to privacy in the use of library resources.
- Board members must distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of the library district, acknowledging and supporting the formal position of the Board even if they disagree.
- Board members must respect the confidential nature of library business and not disclose such information to anyone. Board members must also be aware of and in compliance with Freedom of Information laws.
- Board members must avoid situations in which personal interests might be served or financial benefits gained as a result of their position or access to privileged library information, for either themselves or others.
- A Board member shall immediately disqualify him/herself whenever the appearance of or a conflict of interest exists.
- Board members shall not use their position to gain unwarranted privileges or advantages for themselves or others from the library district or from those who do business with the library district.

- Board members shall not interfere with the management responsibilities of the director or the supervision of library staff.
- Board members shall support the efforts of librarians in resisting censorship of library materials by groups or individuals.

Approved and adopted on this date: _____

**Wasco County Library Service
District, Board of Directors**

Dave Mason, Chairman

Rita Rathkey, Vice Chairman

Corliss Marsh, Board Member

Mary Beechler, Board Member

Tina Coleman, Board Member