NEWBERG PUBLIC LIBRARY
BOARD MEETING
MINUTES
THURSDAY MARCH 20, 1986

PRESENT:

BOARD MEMBERS	Stew Harris Dorothy Rogers Terry Mahr
STAFF	Doreen Turpen
ABSENT:	Judy Elliott Mary Kerns

The meeting was called to order at 7:45 p.m. by Stew Harris.

MOTION: Rogers/Mahr to accept the consent calendar as distributed. Motion carried. Consent calendar included minutes of January 16; desk report for January and February; bills for January and February. There were no minutes for February as the regular meeting was cancelled that month due to the library's dedication.

LIBRARIAN'S REPORT

BUILDING PROGRESS: The furniture contracts have nearly been completed. The librarian has compiled a checklist of building items to still be resolved with the general contractor and has forwarded this on to Greg DiLoreto, the Public Works Director. The funds remaining in the building fund are being verified and analyzed to determine which items can still be funded. Areas still to finalize are specialty furnishings, media equipment, the fountain, metal roof on old front porch to match the pediment and skylight roof sections, and the AV/Media booth. There are still a few items to purchase from designated gift funds.

CCRLS AUTOMATION PROJECT: The library's first terminal has been installed, but is not yet in use. The CCRLS project manager has been ill and not able to come to provide training. Both Chemeketa Community College Library and Salem Public Library will be closed within the next 10 days in order to do bar coding on their collections. Their data has been loaded into the system and will be accessible to us soon.

LIBRARY PROGRAMS, ETC.: Staff members have been continuing storytimes; they have set up a program for Spring Vacation that will include films at two times, two storytimes, and a coloring contest. The program for National Library Week has been planned and will include a film program for adults as well as one for children. There will also be a "mini reading club" during that week. The Library worked with the Newberg Graphic to prepare a list of books of interest to women for their recent special Women's Fair insert. The Library was also represented at the Women's Fair with a booth featuring various types of materials available at the library. Bookmarks with library hours and balloons were handed out.

DEDICATION: The dedication of the building was held on February 15. Feedback on the program has been very positive. People seemed to enjoy the speakers and the wide array of activities available.

DONATIONS: The Library recently received an additional $10,000 from Mrs. Edwards for the Abbie Miles Edwards Book Fund. This brings the total in the fund to $25,000. Mrs. Edwards has requested that the funds be held and that the interest be used for new books and repair of damaged books. A gift of $100.00 has also been received recently for use where most needed. The Library has received a donation of a considerable number of pieces of sheet music and folios from a former music store operator.

UNFINISHED BUSINESS:

BUDGET: The proposed budget as distributed was reviewed in detail by the Board. The Librarian noted that the request for funds for temporary help should be adjusted down; computations had been made for full year assistance, but her request had been for part-year help. The budget figure for Regional Library Service was raised to reflect more recent information from the Community College regarding their contract. Capital expenses were dropped with the expectation that the items requested could be funded out of the monies available in the building fund. The librarian explained that the City budget was being formulated to allow the City to operate for two more years under the existing tax base. Additional general discussion was held.

MOTION: Mahr/Rogers to recommend to the City that the budget be accepted as amended for a total of $184,149.00. Board members expressed that this was in their opinion a low request. Motion carried unanimously.

BOOK SELECTION POLICY: This item to be held over to a future meeting.

NEW BUSINESS:

FEES: The Librarian noted that she has begun to research areas in which it may be advisable to charge for services or where it may not be recommeded. These may be very slight, such as charges for costs for reserves, but with budget restraints and with greater demand for services, staff members are looking for ways to reduce operating expenses or to cover the costs of special services. The identification of a basic level of service will be an objective.

TIME CAPSULE: Board members agreed that they will defer the installation of the time capsule until next year. It can then coincide with the 75th anniversary of the Carnegie Building and the first anniversary of the addition. The time capsule could then be opened 25 years later on the centennial of the Carnegie Library.

ADJOURNMENT: There being no further business, the meeting adjourned at 9:00 p.m.