

NEWBERG PUBLIC LIBRARY  
BOARD MEETING  
MINUTES  
THURSDAY OCTOBER 16, 1986

PRESENT:

BOARD MEMBERS

Mary Kerns  
Terry Mahr  
Judy Elliott

STAFF

Doreen Turpen

ABSENT:

Stew Harris  
Gerry Harthun

The meeting was called to order by Chair Judy Elliott at 7:45 p.m.

MOTION: Kerns/Mahr to accept the consent calendar including the minutes, desk report, and bills for September. Motion carried.

LIBRARIAN'S REPORT:

LSCA GRANT: There~~is~~ was an open house at the Dundee Satellite Library in September. Use of the library has been low, but it will be monitored to see if use goes up after rural residents receive the brochure that has been prepared. A copy of the brochure was presented to each board member; copies will be in the mail to all rural residents within the next week. The grant calls for two more mailings to households within the project boundaries.

The advisory committee continues to meet. Board members received copies of the notes from the last meeting. The notes covered discussions by the advisory committee on approaches that could be taken to provide funding for library services to the unserved area. The advisory committee listed pros and cons of three alternatives and ranked them. Their first choice at this point is for the formation of a library district to cover the portion of Yamhill County that is in no other library district. Their preliminary recommendation is that this new district contract with the City of Newberg for library service.

AUTOMATION PROJECT: Steps have been taken to get cabling installed within the building so that we will be ready for additional terminals and a direct line hookup. The project is 6-8 months behind schedule at this point. Efforts are being made to complete the hookup for Newberg so that conversion can begin. The desire is to start this fiscal year because staff has been budgeted to assist with the

project.

FRIENDS BOOK SALE. The Newberg Library Friends will be holding their fall book sale the first weekend in November.

ANNUAL REPORT: Highlights from the annual report prepared for the State Library were read to Board members.

#### UNFINISHED BUSINESS:

LIBRARY PLANNING PROCESS: Further discussion was held on the staffing of the library. Board members requested that the librarian initiate discussions with the City Manager to explore the potential for providing benefits for part time employees.

The Librarian had run some estimates for costs to provide additional staffing and presented figures for the Board's information. The cost to add FTE of two staff members filled by part time employees would be about \$30,000 per year. If these were filled by full time employees it would raise to approximately \$40,000 per year. These calculations were made on the basis of hiring at a Library Assistant III and Library Assistant II level. The cost to add Monday service would be approximately \$10,000 per year.

Board members requested that the Librarian continue to develop information to substantiate the need for additional staff and to calculate costs.

#### NEW BUSINESS:

MEETING ROOM POLICY. The Librarian asked Board members to review the meeting room policy with reference to the limitations on the number of times a group may schedule the rooms at any one time during the three month scheduling period. She raised the question since the library has received several requests for use of the library for classes that would run for six to ten weeks each. Board members noted that one of the reasons they adopted the current policy was so the room would not get tied up for blocks of time and so it could be used for a greater variety of uses and for a wide group of people. It was expressed that the use of the rooms for classes did fit in with the Board's recommendation that the library be used for educational purposes, but this was not felt to outweigh the argument for availability of the space. The consensus was to retain the policy as it now is.

ADJOURNMENT: The meeting adjourned at 9:45 p.m.