MINUTES
NEWBERG PUBLIC LIBRARY BOARD
FEBRUARY 18, 1988

PRESENT:

BOARD MEMBERS	Judy Elliott LaVerne McIntosh Gerry Harthun
STAFF	Doreen Turpen

ABSENT: Mary Kerns
Stew Harris

The meeting was called to order at 7:40 p.m. by Gerry Harthun.

MOTION: Elliott/McIntosh to accept the consent calendar. Motion carried.

LIBRARIAN'S REPORT:

AUTOMATION PROJECT: Patron registrations have dropped to a more manageable level. Staff is not needing to double up on the refererence desk to the degree necessary when circulation was first implemented on the system. Staff is now picking up on "fast cats", cataloging those items which were missed on the initial round of cataloging and which have been put in with short entries as they were checked out by patrons. Work is also ongoing for addressing changes in procedures necessitated by the automated system.

GRANT PROPOSAL: The full application is due March 1 on the read aloud proposal. Staff is working on the application.

LIBRARY DISTRICT PROCESS: The committee will likely meet in March. It appears that a November election could be held for board members of the proposed district.

AV/MEDIA AREA--PLANNING: There is still no further development of the media center.

STAFFING REVIEW: The position audit has been completed and the clerk is compiling results. It appears that the survey will provide good information on the way staff is allocated to various tasks. We will be able to use this information to determine if position descriptions are appropriate and to verify which tasks are not receiving adequate attention.

OLA PUBLIC LIBRARIES SECTION: LONG RANGE PLANNING: The library director has been participating on a committee which is working with staff from the Oregon State Library to develop a long range plan for library development in the state. A survey has been conducted and several meetings have been held. These activities have resulted in recommendations for the legislative committee of OLA.

NEW LIGHTS: Additional lights have been installed in the children's area and on the main stairwell landing. These have received favorable comment both from staff and from patrons.

UNFINISHED BUSINESS:

PLANNING PROCESS: It was noted that the planning process will continue in a meeting scheduled for this coming Saturday.

BUDGET FY 88/89: Copies of the proposed budget were passed out. The librarian noted that the proposal did not show fringe benefits for a full time position that is requested so the figures were lower than they should be. Board members acknowledged that the budget reflected the direction they agreed to at the last meeting.

MOTION: McIntosh/Elliott to approve the budget proposal with the realization that fringe benefits for a full time children's position are not yet computed. The board unanimously supports the move to a full time children's position as an important, logical step to provide basic services in response to the community's needs. Motion carried.

NEW BUSINESS:

There was no new business.

The meeting adjourned at 9:30 p.m.