

MINUTES
NEWBERG PUBLIC LIBRARY BOARD
APRIL 21, 1988

PRESENT:

BOARD MEMBERS

Judy Elliott
Gerry Harthun
Mary Kerns

STAFF
OTHER

Doreen Turpen
Bonnie Arbogast

ABSENT:

Laverne McIntosh
Stew Harris

The meeting was called to order at 7:45 p.m. by Gerry Harthun.

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

LIBRARIAN'S REPORT:

AUTOMATION PROJECT: Over 3,200 patrons have been registered since the middle of December. The reports indicate that 22% of City residents have been into the library in the last four months. Dynix has introduced the acquisitions module and has provided training. We intend to start using it with the new fiscal year. It will provide detailed tracking information on our orders and will facilitate cataloging since the data entered for orders will not have to be re-entered when the materials are received and are ready for cataloging.

GRANT PROPOSAL: We have been advised that the grant proposal for the read aloud promotion has been approved by the State Library Board of Trustees. The grant now is contingent on appropriation by Congress for Federal fiscal year 1988/89.

LIBRARY DISTRICT PROCESS: No further action has been taken on the district.

LIBRARY STAFFING: We have been working with limited staffing due to the illness of the assistant library director. She is still not working full days. Other staff members have received additional hours to make up some of the difference in time. We have had a student intern from George Fox College for the last month. She has been assisting with various duties and has been working on developing materials that could be printed that would provide assistance to the general public when we install the public access catalogs.

PROGRAMS: Karen is taking a short break from the weekly

storytimes. When they resume she will eliminate the Tuesday evening program since attendance this spring has been very limited. She is working on preparing a display and brochures for the Children's Fair and then will begin work on developing the summer reading program.

BUILDING/CONTRACTOR ISSUES: The City Attorney will be sending notice to the general contractor of our intent to repair the front doors and to bill them for the work. He is also continuing to do follow-up on the window wall problems.

BUDGET FY 88/89: The Budget Committee met this week and approved the budget as approved by the City Manager. All funds were dealt with.

OLA CONFERENCE: Many of the programs at this year's conference covered on-going issues. The newly formed Public Library Section was acknowledged. The association approved a legislative package. Standards for Oregon Public Libraries were also accepted by the association.

WORKROOM REORGANIZATION: Library staff are developing plans for better utilizing the upstairs workroom. They have developed a detailed description of needs and are now gathering information on furnishings and equipment that would meet those needs. The objective is to provide workspaces that are more appropriate for the work tasks and the equipment that is being used.

UNFINISHED BUSINESS:

PLANNING PROCESS: Board members reviewed a sample format for a questionnaire that could be distributed in the community. They expressed concern that the format presented was too complicated and that people would not want to spend time to figure it out. It was agreed to use the basic questions that were presented in the draft, but to put together a different rating scale.

NEW BUSINESS:

There was no new business.

The meeting adjourned at 9:30 p.m.