

**LIBRARY PLANNING PROCESS
MEETING NOTES**
September 26, 1991

Present: Kate Copenhaver, Linda Budan, Doreen Turpen

Kate noted that she would benefit from having some visual guide that could present to her in a graphic format the distribution of the various library service groups that we participate with. She would like to have a map of library service areas. She also expressed interest in knowing what "futuristic" things other libraries are doing.

The following findings were drafted:

Findings from library statistics: Volunteer hours account for a significant amount of total staffing. The heavy reliance on volunteers and a half time federally funded position leave the library dependent upon unstable resources for basic activities.

Findings from library statistics: Volunteer hours have flattened in recent years; staff has reached a threshold in its capacity to train and supervise volunteers.

Findings from library statistics: A comparison with other Oregon libraries serving similar populations shows that Newberg Public Library is open the fewest number of hours. The shortage of open hours is also evident by comparing NPL's hours with the state standards.

Finding from Snapshot Document: The Library is unable to move with the trends that are identified; the resources currently available leave the library stuck with current services. The Board cannot even freely conceptualize ways to meet the needs evidenced from the trends.

Findings from Education: Education is shifting more toward research methods. This will have an impact on services of both school and public libraries. It affects the community's need for resources, hours of availability, staffing and has implications for a need for increased cooperation between school libraries and the public library.

Findings from CCRLS Long range plan: The automated system is reaching capacity. A lack of resources system wide restricts access to the system at the local level. Observation of library patrons is that there are not adequate terminals at the present time for patron access.

Findings--general: New technologies have a tremendous impact in the information field and on library operations in general. It will more likely take more staff, not less, to take advantage of new technology; staff will also have to be better trained and better educated at all levels to utilize equipment and services.

Findings from demographics: There is a shift in population of the area to include a greater percentage of minorities. Services to minorities may have to be different than to other parts of the population. There may be opportunities to identify new sources of funds, especially through grants, to provide new services.