

Minutes

Newberg Public Library Board

Tuesday, October 20, 1998

Present: Board Members: David King, Donna Read, Linda Sartwell, Debbie Headley,
Cherie Taylor
Staff: Leah Griffith

The meeting was called to order at 7:05 pm by chair David King. Item III D was moved to the beginning of the agenda. David explained the file with the Board packet information and that it would be available to people to pick up at the library before the Board meeting. Agendas will be e-mailed to those with e-mail and Donna Read will pick up her agenda at the Library. The Board approved the concept as a good way to get information and to save some money in postage. The Board will discuss it in the future to make sure it is still working for everyone.

Consent Calendar:

The reason for the decrease in volunteer statistics was discussed. The director related that there were sufficient volunteers to get all the tasks completed, and in fact, many jobs previously done by staff are being done by volunteers this year. The primary reason is a decrease in the number of people participating in the adopt a shelf program and people forgetting to put their hours down. The circulation/volunteer coordinator is very involved in training new circulation staff and that will continue with the hiring of a new person in November. The director will talk with her about "jump starting" the adopt-a-shelf program later in the year. It was moved and seconded to approve the September 15, 1998 minutes. The children's program numbers were missing from the statistical report. The September, 1998 statistical report was approved without the full programming information.

Business:

The proposed library fees were presented for action.

The proposal for the non-resident fees is that they be raised \$10 (except the student fee which would remain at \$15) This represents the increase in tax payments with the new hours for 1998-99. The student fee would remain at \$15 to encourage student use and in acknowledgement that students don't always control the family purse strings and the smaller fee makes it easier for students to have the ability to check out library materials. The Board discussed the fees that other libraries charge non-residents, Washington County charges \$75, Woodburn charges \$70, and Multnomah County charges about the same.

The fee for those who live within the CCRLS district, but not within a city that provides service was discussed. Those "rural" residents pay 8¢ per \$1,000 for library service (CCRLS only). Those in cities pay an average of 53¢ per \$1,000 for library services (45¢ to city library, 8¢ to CCRLS). This inequity has been the focus of extended discussions with councils, city managers and librarians for the last year. Salem, McMinnville, Woodburn, Dallas, and Silver Falls are planning to implement a \$10 (per household) fee on January 1st to start to make up for this inequity. If Newberg participates, we would be charging the \$10 fee to those residents with a St. Paul address only. Any other CCRLS are patron would have to go to another library to get a card.

The per capita income for Chehalis Valley residents is about \$19,000 for Newberg residents and \$20,000 for Dundee residents according to the 1990 census figures.

It was moved and seconded to recommend that the City Council approve the Library Fine and Fee Schedule. It was approved. The Schedule will be presented at the November 16th Council meeting. The director and library board president will present it.

The Long Range Plan for 1998-2003 was distributed. Leah thanked the Board for their efforts. Linda and David had attended the City Council Meeting to present the program on October 19th. The Council had accepted the Plan, but Leah will check regarding the need for them to vote to approve the plan. The Board discussed their role in carrying out the plan. Members will review the plan, especially the section on Community Involvement and at the November meeting discuss goal setting for 1998-99.

Director's Report:

The Director's report was distributed at the meeting. Highlights include the resignation of long time circulation employee Peggy Crete. The position is currently being advertised and will be filled in

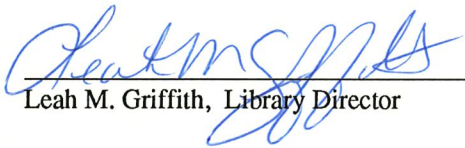
November. Right now Circulation is very shorthanded with Peggy's resignation and a vacationing staff member and an ill staff member. The library roof is being repaired and it will result in the closing of the Carnegie Room later in the month for ceiling repairs. It will be closed for about two weeks. All magazines, newspapers, paperbacks and a number of books will be removed so that access to those materials remains. The Library has received a grant to make some changes for improved accessibility. The fire alarm system will be upgraded to a strobe light system for the hearing impaired, the front doors will have automatic openers installed, and the public restrooms will have modifications to sinks, mirrors, and entry ways. This will occur over the next 18 months. The Tree Lighting Program (December 3rd) will be a little different this year with an all day book faire, a number of authors selling and autographing their books, a kids craft faire, and of course the tree lighting itself at 7 pm. Because new shelving has restricted the open areas, the new program design is intended to spread out the 600 people over 3-4 hours rather than just 1 hour as in years past.

Donna Read asked about the proposal for Board members to join together to purchase a chair for the Carnegie Room. Leah will talk to Johnson's Furniture about new chairs and a discount. She'll report at the next meeting.

Items for Next Month's Agenda:

The next meeting is scheduled for November 17, 1998. The meeting will be held in the Director's Office. The goals for 1998-99 will be discussed. The information on the Carnegie chairs will be available.

The meeting adjourned at 8:15 pm.



Leah M. Griffith, Library Director



Approved