

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING MINUTES

October 9, 2012

COMMISSION PRESENT: CeeCee Anderson, Mary Beechler, Margaret Brewer, and Corliss Marsh

COMMISSION ABSENT: Diane Bungum

STAFF PRESENT: District Librarian Sheila Dooley, Dufur School/Community Librarian Louise Walkowiak, and Southern Wasco County Librarian Sarah Hennessey

GUESTS PRESENT: Library Clerk II Maggie Pando

The meeting of the Wasco County Library Service District Board was called to order at 3:30 p.m. by Chairman Corliss Marsh.

MINUTES

Mary Beechler made a motion to approve the minutes of the September 11th meeting. Margaret Brewer seconded the motion and it was approved unanimously.

INTRODUCTION OF NEW BOARD MEMBER

The introduction of Diane Bungum was postponed as she was out of town due to a family emergency.

LIBRARY DIRECTOR'S REPORT

The written report for The Dalles library was presented for information.

Sheila Dooley reported that Library Clerk I Heidi Hansen had resigned and the full-time position would be filled by Kathy Viemeiser, who is currently working as a part-time Library Clerk I.

Maggie Pando will start tracking circulation by type of material loaned. This will enable the Board to determine in what part of the collection changes in use occur.

Representatives from all three libraries attended the recent Sage reports training class. No one will be attending the LEO Oregon Word Roundup in Pendleton this year.

Sarah Hennessey reported that story hour attendance has increased at the Southern Wasco County Library. Louise Walkowiak reported on book ordering and annual reporting at the Dufur School/Community Library.

SHARED CONCERNS OF THE BOARD

After a discussion of the Wasco County Cultural Trust grants, it was agreed that The Dalles library would apply for one this year.

DISCUSSION

A. 2013-2014 Budget Goals

The proposed budget goals for FY 2013-2014 were reviewed. The reallocation of book and programming funds, a laptop for inventory use by all three libraries, and adequate funding for training and conferences will be included in the proposed budget. Maggie Pando will investigate the cost of print management software and the use of debit cards to collect fees.

OLD BUSINESS

A. Library Mobile App

Maggie Pando reported that the Boopsie mobile app was expected to be ready for use by October 15th. Once ready to be used, it will be publicized.

B. Maupin Library Building Technical Assistance Grant

There was a discussion of the plan to apply for a Ford Family Foundation Technical Assistance Grant. Sheila Dooley will tell Lyn Craig that Maupin Councilor Rager and Public Works Director Miles are the project liaisons. Mary Beechler and Sarah Hennessey should receive copies of any emails sent related to the project.

It was agreed to remove the third paragraph discussing construction grants from the proposed letter to the Maupin City Council. Sheila Dooley will send the corrected letter to Mary Beechler. It was also agreed that the feasibility study should identify the building site options rather than including them in the grant application.

C. Evaluation Forms

Corliss Marsh distributed the evaluation form used by the Deschutes County Library Board to evaluate its Library Director. This form includes having the Board set goals each year and then providing direction as to how the goals will be achieved.

NEW BUSINESS

A. Election of Officers

Corliss Marsh nominated Mary Beechler as Chairman, CeeCee Anderson seconded the motion, and it was approved unanimously.

Mary Beechler nominated Corliss Marsh as Vice Chairman, Margaret Brewer seconded the motion, and it was approved unanimously.

B. Oregon Passport Program

Under this statewide program, patrons with valid library cards will be able to borrow books from other participating libraries in the state. Sheila Dooley will investigate having the library participate for a trial period.

REPORTS

A. Friends of the Library Activities

Corliss Marsh reported that a book sale would be held the first weekend in November. A Wasco County Reads program is being considered as well as a Wasco County Cultural Trust grant to fund an author presentation.

B. Library Expansion Committee

Sheila Dooley reported that a major donor has offered to match money raised for the expansion project dollar for dollar. Corliss Marsh and Ken Farner are visiting service clubs this month to promote the project and other groups the following month.

C. Materials Expenditures Report

The District materials budget was 22% expended as of 25% of the year.

D. Library District Financial Report

The August report was presented for information.

E. Financial Report for The Dalles-Wasco County Library

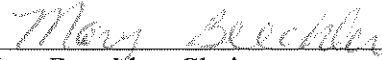
The budget (excluding the contingency and unappropriated ending balance) was 24% expended as of 25% of the year.

ADJOURNMENT

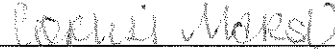
At 4:41 p.m. the meeting was adjourned by Chairman Corliss Marsh. The next meeting is scheduled for Tuesday, November 27th, at 3:30 p.m. at the Southern Wasco County Library. For members who would like a ride to the meeting, the van will be leaving The Dalles library at 2:30 p.m.

APPROVED by the Wasco County Library District Board of Directors on the 27th day of November 2012.

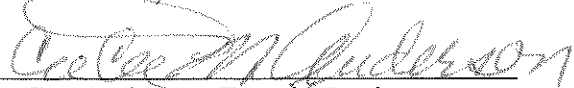
WASCO COUNTY LIBRARY SERVICE
DISTRICT BOARD OF DIRECTORS



Mary Beechler, Chair



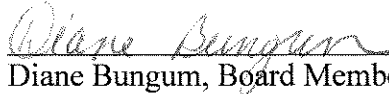
Corliss Marsh, Vice-Chair



CeeCee Anderson, Board Member



Margaret Brewer, Board Member



Diane Bungum, Board Member