

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING MINUTES

February 12, 2013

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

COMMISSION ABSENT: None

STAFF PRESENT: District Librarian Sheila Dooley

GUESTS PRESENT: Library Clerk II Maggie Pando and Senior Library Technician Suzanne Goolsby

The meeting of the Wasco County Library Service District Board was called to order at 3:32 p.m. by Chairman Mary Beechler.

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MINUTES

Corliss Marsh made a motion to approve the minutes of both the Library Board meeting and workshop of January 15th. CeeCee Anderson seconded the motion and it was approved unanimously.

LIBRARY DIRECTOR'S REPORT

The written report for The Dalles/Wasco County Library was presented for information. Sheila Dooley reported that the Library Board members should contact Chelsea Marr if they would like to participate in Read Across America. Sheila will find out if the Tumblebooks database can be listed on the Dufur Library website.

Louise Walkowiak presented the monthly report for the Dufur School/Community Library. The Dufur School is addressing building safety. Sheila Dooley will contact the City of The Dalles Safety Committee regarding whether a plan is in place to be used in the event of a lockdown.

OLD BUSINESS

A. Maupin Library Building Technical Assistance Grant

Sheila Dooley reported that grantwriter Lyn Craig was expecting to hear from the Ford Family Foundation soon regarding the Technical Assistance Grant application.

B. Services to Tygh Valley Library Station

Board members reported they had received copies of the letter sent by Sheila Dooley to the Tygh School Community Center. The letter outlined the services to be provided to the library station by the District.

## NEW BUSINESS

### A. Library Director's Evaluation Form and Goals

There was a review of the proposed evaluation form and goals. On page 2, under section 2, Managing the Staff, it was agreed to remove the last statement ("When grievances are filed, they are justified") from the form. There was a consensus to relabel the goals as "Library Director's Evaluation Goals 2013."

Corliss Marsh made a motion to adopt the evaluation form and goals as amended. Diane Bungum seconded the motion and it was approved unanimously.

### B. Update of 2011 Goals

It was agreed that "To develop nonfiction collection to meet Common Core Standards" be added as a new objective to Goal 2: Collection Development. The first objective under the same goal, "To continue weeding collection at all locations on an ongoing basis," will be removed. The goals will be relabeled as 2013 goals and reviewed on an annual basis.

Margaret Brewer made a motion to adopt the goals as amended. Corliss Marsh seconded the motion and it was approved unanimously.

### C. Oregon Library Association Conference

It was agreed that Board members planning to attend the annual OLA Conference will return their registration forms and hotel information to Sheila Dooley by March 1<sup>st</sup>.

### D. Proposed FY 2013-2014 Library District Budget

The draft of a proposed District budget was presented to the Board. Sheila Dooley will contact the Dufur School District Superintendent and City of Maupin Mayor informing them that the proposed library budgets should be submitted by March 11<sup>th</sup> for Library Board review.

## REPORTS

### A. Library Mobile App Usage

Maggie Pando reported that mobile app usage statistics should be available soon and will be sent to the Board when received.

### B. Friends of the Library Activities

Corliss Marsh reported on recent Friends' activities. The next book sale is scheduled for Saturday, March 2<sup>nd</sup>.

### C. Library Expansion Committee

Corliss Marsh updated the Board regarding the fundraiser and OMSI event to be held on May 3<sup>rd</sup> and 4<sup>th</sup>.

D. Materials Expenditures Report

The District materials budget was 49% expended as of 58% of the year.

E. Library District Financial Report

The January report was unavailable.

F. Financial Report for The Dalles-Wasco County Library

The budget (excluding the contingency and unappropriated ending balance) was 53% expended as of 58% of the year.

Following a discussion, it was decided to schedule an information gathering with the new Maupin City Council members and Mayor at 4:30 p.m. on Tuesday, March 12<sup>th</sup> at the Southern Wasco County Library.

ADJOURNMENT

At 4:24 p.m. the meeting was adjourned by Mary Beechler. The next Board meeting is scheduled for Tuesday, March 12<sup>th</sup>, at 3:30 p.m. at the Southern Wasco County Library.

APPROVED by the Wasco County Library District Board of Directors on the 12th day of March 2013.

WASCO COUNTY LIBRARY SERVICE  
DISTRICT BOARD OF DIRECTORS

Mary Beechler  
Mary Beechler, Chair

Corliss Marsh  
Corliss Marsh, Vice-Chair

Absent  
CeeCee Anderson, Board Member

Absent  
Margaret Brewer, Board Member

Diane Bungum  
Diane Bungum, Board Member