

AGENDA

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING

April 15, 2013

5:00 p.m.

Location: Southern Wasco County Library
410 Deschutes Ave., Maupin, Oregon

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 - A. Approval of March 12, 2013 Library Board Meeting Minutes
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. LIBRARY DIRECTOR'S REPORT
- V. SHARED CONCERNS OF THE BOARD
- VI. OLD BUSINESS
 - A. Maupin Library Building Technical Assistance Grant
 - B. Proposed FY 2013-2014 Library District Budget
 - C. Oregon Library Association Conference
- VII. REPORTS
 - A. Library Mobile App Usage
 - B. Friends of the Library Activities
 - C. Library Expansion Committee
 - D. Materials Expenditures Report

E. Library District Financial Report

F. Financial Report for The Dalles-Wasco County Library

VIII. ADJOURNMENT

A. Set Next Meeting Date and Location

B. Adjourn

MINUTES SUBJECT TO
COMMISSION APPROVAL
AT ITS NEXT REGULAR
SESSION

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING MINUTES

March 12, 2013

COMMISSION PRESENT: Mary Beechler, Diane Bungum, and Corliss Marsh

COMMISSION ABSENT: CeeCee Anderson and Margaret Brewer

STAFF PRESENT: District Librarian Sheila Dooley

GUESTS PRESENT: Maupin City Councilor Jon Helquist and Library Clerk II Maggie Pando

The meeting of the Wasco County Library Service District Board was called to order at 3:36 p.m. by Chairman Mary Beechler.

MINUTES

Diane Bungum made a motion to approve the minutes of the Library Board meeting of February 12th. Corliss Marsh seconded the motion and it was approved unanimously.

RECOGNITION OF VISITORS AND INTERESTED PARTIES

Maupin City Council member Jon Helquist was introduced to the Board.

LIBRARY DIRECTOR'S REPORT

The written monthly report for The Dalles-Wasco County Library was presented for information. Sheila Dooley reported that the total raised for the library expansion project was \$32,695. Board members were invited to attend a local budget law workshop to be held on March 13th.

There was a discussion of a Pew Research Center article titled "Public Library Users Want Both Books and Technology."

The written monthly report for the Dufur School/Community Library was distributed to the Board.

OLD BUSINESS

A. Maupin Library Building Technical Assistance Grant

There was a discussion regarding the public meeting to be held as part of the scope of work outlined in the Ford Family Foundation Technical Assistance Grant. Sheila Dooley will ask grant writer Lyn Craig who will be the person responsible for arranging publicity for the meeting. Jon Helquist reported that the grant agreement had been signed by the new Mayor, Karen DuPuis.

The Mayor will be setting the date of the public meeting after consulting with Lyn Craig and Architect Mark Seder. April 15th has been suggested as a possible meeting date.

B. Proposed FY 2013-2014 Library District Budget

The proposed budgets for the Library District, The Dalles-Wasco County Public Library, and Dufur School/Community Library were discussed. The current Southern Wasco County Library budget was presented for information as the proposed FY 2013-2014 budget was not yet available.

Sheila Dooley and Corliss Marsh will be attending the prebudget meeting with the County Budget Team.

Corliss Marsh moved to recommend the proposed budgets be accepted as presented. Diane Bungum seconded the motion and it was approved unanimously.

C. Oregon Library Association Conference

Margaret Brewer and Corliss Marsh will be attending the OLA Conference in April. Diane Bungum may attend one day of the Conference.

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 of the Library activities. Planning for a volunteer appreciation luncheon is underway.

C. Library Expansion Committee

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

D. Materials Expenditures Report

The District materials budget was 57% expended as of 67% of the year.

E. Library District Financial Report

The February report was not available.

F. Financial Report for The Dalles-Wasco County Library

The budget (excluding the contingency and unappropriated ending balance) was 60% expended as of 67% of the year.

ADJOURNMENT

At 4:25 p.m. the meeting was adjourned by Mary Beechler. The date of the next Board meeting will depend on the date set for the Technical Assistance Grant presentation and public meeting. Holding the Library Board meeting the same night prior to the presentation was suggested.

APPROVED by the Wasco County Library District Board of Directors on the 15th day of April 2013.

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

Wasco County Library Service District

Library Director's Report

April 3, 2013

Library Foundation

During March an application for a \$45,000 Community Grant was submitted to the Google Data Center. If approved, the grant would help fund the children's addition with an emphasis on the technology services to be provided for children and youth. These services would address Google's focus of bridging the digital divide by introducing technical and digital opportunities to those who might not otherwise have that option.

The Library Expansion Committee is finalizing its plans for the Pizza, Beverage and Auction Benefit to be held on May 3rd at the Senior Center, starting at 6:00. A few of the auction items include tickets to the Oregon Zoo and Oregon Garden, gift baskets, oil changes at Oil Can Henry's, a lawn mower tune-up at Sawyer's, and a Chinese dinner for ten people.

In other news, the Committee's expansion project mailing to 400 preselected local residents will occur in mid-April. An article on the library expansion project will be featured in the May issue of the *Ruralite*. A local group, Half the Gorge Sky, has selected the expansion project to be the local beneficiary of proceeds from its Book Lover's Ball to be held this fall.

The total raised for the expansion project is \$33,987, not including the pledge from a local family to match funds raised up to \$100,000.

Southern Wasco County Library Building

At the March 27th Maupin City Council meeting there was a discussion of the Technical Assistance Grant project process. At least three possible sites for the public library will be considered with public input taken. The architect will then make a recommendation, followed by a fund development plan for either the remodel of the existing building or the construction of a new library.

Library District Board members attending the March 27th meeting were Diane Bungum and Corliss Marsh. Project consultant Lyn Craig, District Librarian Sheila Dooley, and Southern Wasco County Librarian Sarah Hennessey were also in attendance.

The first public meeting for the TAG project is scheduled for Monday, April 15th, at 7:00 p.m. at the American Legion Hall in Maupin.

Staff/Board Training

On March 13th, Corliss Marsh and Sheila Dooley attended an Oregon Budget Law workshop at Columbia Gorge Community College.

On March 15th, Kathy Viemeister and Suzy Goolsby attended the Oregon Library Association's Children's Division meeting in Salem on planning for story time and summer reading programs.

On March 29th, Suzy Goolsby attended a webinar titled, "Sustaining Your Green Collection," which dealt with library materials for patrons living off the grid and for those interested in living a sustainable life style.

Library Clerk Position

The part-time Library Clerk I position vacancy resulting from the retirement of Sue Ann Arguelles is in the process of being filled. Applications will be taken through April 8th and the position filled the following week.

March Library Programs

Please refer to accompanying spreadsheet for program details.

	No. of programs:	Program attendance:
Toddler Time	4	74
Preschool Storytime	5	133
The Dalles Head Start	5	77
Maupin Head Start	1	16
Little Hands Daycare	1	9
Hodges Preschool	2	23
Proffitt Daycare	1	7
Sonrise Academy Preschool	1	12
Dufur First Grade	1	17
Wonderworks Children's Museum	<u>1</u>	<u>25</u>
	22	393

Other Library Use During March

Number of Users/Items:

Public Internet users	2753
Website users	1606
Library2Go users	480
Library2Go Ebook users	203
Tumblebooks database users	1529
Patrons registered	105
Library visits	9331
ILLS to Sage libraries	460
ILLS from Sage libraries	542
Materials circulated	15847

Outreach Van:	5/12	6/12	7/12	8/12	9/12	10/12	11/12	12/12	1/13	2/13	3/13
No. of stops	23	14	13	11	24	13	14	7	10	19	21
Items circulated	363	200	244	76	116	207	160	149	121	132	169

No. of storyhours	16	6	4	4	16	5	6	10	10	11	13
No. of adult programs	3	3	3	3	3	3	3	3	6	3	3
No. of guest programs (children's)	---	---	---	---	---	---	---	---	---	---	---

Outreach during March included one visit to Mill Creek Point and Flagstone Assisted Living Center, and two visits to Canyon Rim Assisted Living Center, Dufur Pioneer Potlatch, and Tygh Valley Community Meal. Outreach visits were also made to The Dalles Wahtonka High School and The Dalles Middle School. Rita Squires promoted upcoming library events as a guest on the KODL Coffee Break.

Events in the library included eight After School Teen Time programs, a Third Thursday Book Group meeting, and three Family Game Days. A Ready To Read grant funded spring break program presented by prop comic Alex Zerbe was attended by more than 150 people. Other events in the library included a presentation by archaeologists Eric Gleason and Jackie Cheung, and an Open Education workshop by Michal Kawka.

Tygh Valley Station

No news to report this month.

Shaniko Station

No news to report this month.

Upcoming Events

Wednesday, April 17th, at 6:30 p.m.: Cowboy Poetry Week will be celebrated with a program by local cowboy poet Duane Lee Nelson.

Saturday, April 27th: Watch for the decorated library van in the Cherry Festival parade.

Friday, May 3rd, at 6:00 p.m.: Library Expansion Project Benefit and Auction: This 21 and over event at the Senior Center will include pizza, dessert, beverages, live music, and both silent and live auctions.

Saturday, May 4th, from 1:00 to 4:00 p.m.: The Oregon Museum of Science and Industry will be bringing its science festival to the library. Sponsored by the Friends of the Library, this traveling exhibit will provide hands-on science related experiences for participants of all ages.

During the month of April, the library is hosting the Oregon Historical Society traveling exhibit titled, "Oregon: 150 Years of Statehood, 150 Million Years in the Making." This exhibit includes panels related to both the political and geological history of Oregon.

Wasco County Library District
 Financial Report
 Materials Expenditures
 4/9/2013

Category	Budgeted Amount		Expended	%	Balance
Dufur	\$9,553.00		\$7,748.19	81.1%	\$1,804.81
Maupin	\$10,321.00		\$7,099.21	68.8%	\$3,221.79
Shaniko	\$0.00		\$0.00		\$0.00
Tygh Valley	\$0.00		\$0.00		\$0.00
TD books	\$82,354.00		\$48,111.83	58.4%	\$34,242.17
TD periodicals	\$4,687.00		\$3,306.39	70.5%	\$1,380.61
TD audiovisual	\$9,189.00		\$6,129.40	66.7%	\$3,059.60
Total	\$116,104.00		\$72,395.02	62.4%	\$43,708.98

Library usage data								
	aug.12	sept.12	oct.12	nov.12	dec.12	jan.13	feb.13	mar.13
Toddler time	108	99	96	99	65	87	107	74
Preschool Story.	116	95	81	114	96	71	92	133
Hodges daycare	23	37	26	28	28	30	28	23
Proffit daycare	7	5	7	4	5	5		7
TD Head Start		20	12	30	45	49	72	77
Maupin Head St.				34	14	12	14	16
Little Hands DC	6	8	8	7	8	6	9	9
Sonrise Acad PS					12	12	10	12
Wonderworks					10	11	9	25
Summer Reading	237							
Craft night/aft.	13				20			
Child. prog.above	610	374	229	316	303	283	341	393
Guest prog.child.	289				47			150
Total prog.child	20	27	14	14	18	19	19	23
Prog.attendanc	610	479	229	316	303	283	341	543
Adult programs	8;48	11;86	14;114	11;207	10;64	6;84	5;45	9;153
Teen programs	8;69	6;85	7;54	11;197	7;53	9;128	7;39	10;102
# of users/items								
Internet users	2726	2540	2761	2539	2454	2875	2504	2753
Website users	1135	1379	1688	1622	1678	2122	1520	1606
Lib2Go users (B)	270	265	324	279	227	300	248	277
Lib2Go users(EB)	71	60	69	55	85	74	65	95
Lib2Go users (K)	83	63	66	72	102	106	71	108
Tumblebook use	19	494	1995	2173	2698	2063	2184	1529
Patrons regist.	122	98	94	159	67	101	97	105
ILLS to Sage/GL	420	434	457	442	456	539	466	460
ILLS from Sage	602	466	596	528	523	632	553	542
Materials circ.	14358	12172	13192	13023	12254	14257	12704	15847
Library visits	10858	8293	10068	9737	8970	10590	9702	
<u>Outreach Van</u>								
# of stops	11	24	13	14	17	10	19	21
Items circulated	76	116	207	160	149	121	132	169
Storyhours	4	16	5	6	10	10	11	13
Adult programs	3;25	3;24	3	3	3	6	3;25	3;33
Guest progs. C.								
Patrons served	181	296	207	247	305	283	329	382