

AGENDA

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING

March 11, 2014

3:30 p.m.

Location: Dufur School/Community Library
805 NE 5th St, Dufur, Oregon

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
 - A. Approval of February 11, 2014 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 Project
 - B. Branding Project
 - C. Vision/Master Plan Update
 - D. Goal Objectives for 2014
 - E. Proposed FY 2014-2015 Library District Budget
- VII. REPORTS
 - A. RFID (Radio Frequency Identification) and Self-Checkout System
 - B. Friends of the Library Activities

- C. Library Expansion Committee
- D. Materials Expenditures Report
- E. Library District Financial Report
- F. The Dalles-Wasco County Library Financial Report

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

February 11, 2014

COMMISSION PRESENT: Corliss Marsh, Diane Bungum, and Rita Rathkey.

COMMISSION ABSENT: Mary Beechler and Margaret Brewer

STAFF PRESENT: District Librarian Sheila Dooley, Library Clerk I Anya Kawka, and Library Clerk II Maggie Pando

GUESTS PRESENT: None

The meeting of the Wasco County Library Service District Board was called to order at 3:31p.m. by Chairman Corliss Marsh.

MINUTES

Diane Bungum made a motion to approve the minutes of the January 8th meeting. Rita Rathkey seconded the motion and it was approved unanimously.

RECOGNITION OF VISITORS AND INTERESTED PARTIES

Library staff member Anya Kawka was acknowledged by the Board.

LIBRARY DIRECTOR'S REPORT

The written report for The Dalles-Wasco County Library was presented for information. Sheila Dooley reported that the Oregon Library Association Conference is scheduled for April 16th through 18th in Salem. Maggie Pando updated the Board on database usage since the last meeting. Anya Kawka reported on this year's Read Across America program to be held on March 3rd.

OLD BUSINESS

A. Maupin Library Building Project

Mary Beechler reported via email that promotional literature is being designed and a potential donor list compiled. Funding from a former Friends of the Library group in Maupin will be used to pay printing costs.

B. Branding Project

Anya Kawka reported that one response had been received for logo development services from graphic designer Sarah Moore. After a discussion it was agreed to schedule a meeting with Sarah Moore to talk about the project in general. Potential meeting dates are Tuesday, February 18th, after 2:30 p.m. or Thursday, February 13th, 3:30 p.m. or later.

NEW BUSINESS

A. Vision/Master Plan Update

Sheila Dooley reported that both the Vision/Master Plan and Goals have been updated with the elimination of specific examples and goals already achieved. New goals based on the goal setting discussion are shown in red type.

After a discussion it was decided that additional goals from the Library Board's brainstorming session should be shown in italics as proposed activities.

B. Proposed FY 2014-2015 Library District Budget

There was a review of the proposed District budget and administrative fee. After a discussion, Rita Rathkey made a motion to recommend and accept the proposed budget. Diane Bungum seconded the motion and it was approved unanimously.

REPORTS

A. RFID (Radio Frequency Identification) and Self-Checkout System

Sheila Dooley reported that the system was being purchased from Bibliotheca at a cost of \$44,422. Corliss Marsh and Diane Bungum volunteered to help with the tagging project. Retagging the collection with RFID tags is expected to take 3 months. The projected completion date for the system installation is June 1st.

B. Friends of the Library Activities

Corliss Marsh reported that the next book sale is scheduled for March 8th. A fundraiser for the Library Expansion Project is planned at Burgerville on March 18th from 5:00 to 8:00 p.m. The event will include a quilt raffle.

C. Library Expansion Committee

The total raised for the expansion project is \$214,490, which includes a \$25,000 grant from Union Pacific Foundation. An RFP for the 30% level of design drawings has been issued.

D. Materials Expenditures Report

The materials budget was 49% expended as of 58% of the year. The Maupin library may be underspending its allotment of the materials budget this year due to a lack of space in the current building. There was a discussion regarding making a future temporary adjustment if this occurs.

E. Library District Financial Report

The report was not available.

F. The Dalles-Wasco County Library Financial Report

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

ADJOURNMENT

At 5:05 p.m. the meeting was adjourned by Chairman Corliss Marsh. The next meeting is tentatively scheduled for Tuesday, March 11th, at 3:30 p.m. at the Dufur School/Community Library.

APPROVED by the Wasco County Library District Board of Directors on the 11th day of March 2014.

WASCO COUNTY LIBRARY SERVICE
DISTRICT BOARD OF DIRECTORS

Corliss Marsh, Chair

Mary Beechler, Vice-Chair

Margaret Brewer, Board Member

Diane Bungum, Board Member

Rita Rathkey, Board Member

Wasco County Library Service District

Library Director's Report

March 4, 2014

RFID and Self-Checkout System

A project kick-off conference call was held with the system vendor, Bibliotheca, on February 21st and the equipment ordered finalized. When the RFID (radio frequency identification) tags and equipment arrive, the tagging software will be installed and a remote tagging training session provided. Twelve volunteers have been recruited to assist with the tagging of the 78,000 items in the library's collection over the next few months.

Library Expansion Project

Donations received during February brought the total raised locally for the project to \$90,132 not including the pledge from a local family to match funds raised up to \$100,000. A grant in the amount of \$25,000 from the Union Pacific Foundation brings the total raised to \$215,132.

The Meyer Memorial Trust has requested supplementary grant information from the Foundation and is considering a site visit. A \$250,000 grant request made to the Trust is among four grant applications that are currently pending.

An RFP for 30% level design services was issued during January with two proposals received by the February 26th deadline. The proposals are in the process of being evaluated by staff and Foundation representatives.

Branding Project

One proposal was received in response to the RFP for Library District logo development services sent to Gorge area graphic designers. After an interview with Library Board members, an agreement was entered into with Sarah Moore of Sarah Moore Design to design a District logo. The first design meeting with the District Branding Committee is scheduled for March 5th.

Staff Training

Anya Kawka, Maggie Pando, and Tara Severson are participating in a 6 week online course on using Word Press software to develop a library website. The Library District website is currently hosted by the State Library, but this service will be discontinued as the State Library undergoes a reorganization.

Jayne Guidinger attended training for OBOB (Oregon Battle of the Books) participants and will serve as a moderator for the Regional Tournament on March 15th.

Friends of the Library

The Friends are partnering with Burgerville in a fundraiser to benefit the Library Expansion Project. On Tuesday, March 18th, from 5:00 to 8:00 p.m., 10% of the restaurant’s proceeds will be donated to the Friends. There is also a quilt raffle to benefit the project with the drawing to be held that night. In other Friends’ news, a used book sale in the library’s “Book Barn” is planned for Saturday, March 8th, from 9:00 a.m. to 1:00 p.m.

Library Board News

District Board member Corliss Marsh has been appointed by the State Library Board of Trustees to the Library Services and Technology Act (LSTA) Advisory Council. The Council advises the Trustees on matters concerning the administration of the federal LSTA grant program.

February Library Programs

Please refer to accompanying spreadsheet for program details.

	No. of programs:	Program attendance:
Toddler		
Time	4	113
Preschool Storytime	4	35
Happy Hands Daycare	1	7
Hodges Preschool	2	27
The Dalles Head Start	3	108
Maupin Head Start	2	32
Great and Small	6	55
Pequenos Childcare	<u>1</u>	<u>6</u>
	25	380

Other Library Use During February

Number of Users/Items:

Public Internet users	2065
Website users	1544
Library2Go users	567
Library2Go Ebook users	248
Tumblebooks database users	1239
Patrons registered	78
Library visits	7730
ILLS to Sage libraries	649
ILLS from Sage libraries	450
Materials circulated	12437

Outreach Van:	4/13	5/13	6/13	7/13	8/13	9/13	10/13	11/13	12/13	1/14	2/14
No. of stops	16	14	18	19	19	18	17	20	14	20	25
Items circulated	114	110	160	150	134	115	71	170	183	172	172

No. of storyhours	10	14	10	11	11	10	12	17	6	13	17
No. of adult programs	3	3	3	3	6	3	1	3	3	3	3
No. of guest programs (children's)	---	---	---	---	1	1	---	---	---	---	---

Outreach during February included one visit to Mill Creek Point and Flagstone Senior Living Center, and two visits to Canyon Rim Assisted Living Center, Dufur Pioneer Potlatch, and Tygh Valley Community Meal. Rita Squires reported on library services and programs as a guest on the KODL Coffee Break.

Events in the library included three Teen Time programs, a Third Thursday Book Group meeting, three Family Game Days, and one Family Craft Night. One high school English class visited the library and did research during February.

Tygh Valley Station

The Tygh Valley Community Library is hosting a book discussion group on the third Thursday of the month at 1:00 p.m. There are currently 6 people taking part in this activity.

Shaniko Staton

There is no news to report this month.

Upcoming Events

Spring Break programs at The Dalles location include:

Tuesday, March 25th, 1:30 p.m.: A library movie matinee will be held featuring Disney's Academy Award winning animated film, "Frozen." A second showing is scheduled for Wednesday, March 26th, at 6:30 p.m.

Friday, March 28th, 10:30 a.m.: Presto the Magician will entertain children of all ages.

Spring Break Game Days include:

Monday, March 24th, 12:00 noon to 5:00 p.m.: Teen games.

Thursday, March 27th, 12:00 noon to 5:00 p.m.: Games for children ages 7 to 12.

On Wednesday, March 19th, the Oregon Bird Man (Karl Anderson) will be at the Dufur and Maupin schools with his "Colors of the Jungle" program. He will be at Maupin at 10:00 a.m. and Dufur at 2:00 p.m. These programs are funded by a Ready To Read grant and will serve to promote this year's summer reading program.

Wasco County Library Service District

Goals 2014

These goals will be reviewed annually:

Goal: Programming/Outreach: To develop and provide enhanced programming and outreach services to all demographic groups represented in our County.

Objective 1: To increase the variety and types of programming offered to all age groups.

Proposed activities:

Activity 1: Identify and plan a variety of program types such as lectures, demonstrations, and interactive programs with emphasis on adult programming.

Activity 2: Pursue sources of funding including grant opportunities and budgeting within individual branch budgets.

Activity 3: Host nationally known authors for multi-events in community.

Objective 2: To increase community partnerships for collaborative programming.

Goal: Staff Development/Board Development and Relations:

Objective 1: To have the Board serve both the Library District and community as a governing body that reflects the best interest of the citizens of the Wasco County Library Service District.

Proposed activities:

Activity 1: Provide orientation and continuing education for Library Board, including attendance at conferences and visits to other libraries.

Activity 2: Support development and expansion of Maupin library.

Objective 2: To educate and utilize staff to their fullest potential to best serve the needs of the District.

Proposed activities:

Activity 1: Provide uninterrupted training opportunities.

Activity 2: Provide a staff development day unique to our District.

Activity 3: Cross train staff in courier services and RFID use.

Activity 4: Enable staff to promote community building through use of staff nametags.

Goal: Marketing/Public Relations: To increase community awareness of all library services and programs.

Objective 1: To promote library services and events Districtwide.

Proposed activities:

Activity 1: Customize and promote District Word Press website.

Activity 2: Promote Sage Library System and databases throughout District.

Activity 3: Develop brochure that provides information on both Sage System and District.

Activity 4: Promote use of District libraries as “third places” and community centers.

Activity 5: Develop District marketing and public relations plan, and investigate applying for marketing award.

Objective 2: To maintain a library presence in the District.

Proposed activities:

Activity 1: Maintain Word Press website as a Districtwide website.

Activity 2: Identify and participate in community events.

Goal: Technology: To create and maintain “State of Art” technology that provides support and services to both staff and patrons.

Objective 1: To complete implementation of self-checkout system by June 2014 at The Dalles location.

Objective 2: To increase patron use of technology and website.

Proposed activities:

Activity 1: Develop Technology Petting Zoo with devices for public use both inside and outside of library.

Activity 2: Link website to online book club and book discussion group.

Activity 3: Provide community education on use of social media.

Objective 3: To establish reserve fund to meet future technology needs.

Proposed activities:

Activity 1: Have sufficient funds to meet unforeseen technology needs.

Goal: Collection Development: To develop and maintain a collection that reflects the changing needs of patrons.

Objective 1: To increase funding for other formats and materials as needed, maximizing collection to meet diverse community needs.

Proposed activities:

Activity 1: Instigate “Lucky Day” program with new bestsellers available on first-come, first-served basis.

Goal: Library Services/Quality Control: To maximize library services using allocated resources.

Objective 1: To have well maintained facilities Districtwide that serve patron needs.

Proposed activities:

Activity 1: Conduct interior facelift of The Dalles-Wasco County Library entryway, purging clutter on an ongoing basis, and achieving a visually appealing and welcoming environment.

Activity 2: Provide input for capital improvement plans at each location.

Activity 3: Provide support for facility improvement planning and fundraising efforts at each location, including new facility planning at Maupin location.

Activity 4: Investigate feasibility of providing amphitheater for library programs.

Objective 2: To develop long range plan for improving library services.

Activity 1: Evaluate increasing service levels or adding new services as District becomes financially stable and services sustainable.

Activity 2: Seek alternative sources of funding.

Objective 3: To regularly review and employ emerging technologies to maximize library services to staff and public.

Goal: Endowment Fund: To establish an endowment fund over time with fundraising goals and projects.

Proposed activities:

Activity 1: Create endowment brochure when expansion project fundraising is completed.

Revised 3/11/14

Library usage data								
	july.13	aug. 13	sep.13	oct.13	nov.13	dec.13	jan.14	feb.14
Toddler Time	92	47	89	78	69	88	93	113
Preschool Story.	69	82	91	162	157	157	118	35
Hodges Daycare	20	20	21	25	25	10	14	27
Proffitt Daycare	8	9	8	6	7	7	7	0
TD Head Start					65		48	108
Maupin Head St.			16	31	26	34	16	32
Happy Hands DC	8	7	8	7	7	9	7	7
Great and Small	60	82	55	56	47		39	55
Planetree Story.								
Pequenos Childc.	12	10	12	10	9	8	8	6
Summer Reading	295	351						
Child. prog.above	564	608	300	275	412	313	352	380
Guest prog.child.		234		520	60	60		
Total prog.child	26	29	18	25	25	13	22	25
Prog.attendanc	564	608	300	795	412	313	352	380
Adult programs	9;111	6;63	10;75	16;127	9;95	12;173	12;90	8;74
Teen programs	9;48	4;39	4;35	6;64	3;27	7;116	4;26	3;13
# of users/items								
Internet users	2445	2788	2269	2732	2483	2321	2613	2065
Website users	1510	1408	1465	1666	1666	1400	1766	1544
Lib2Go users (B)	348	330	334	340	324	283	399	319
Lib2Go users(EB)	117	139	146	129	142	141	125	139
Lib2Go users (K)	102	102	103	93	94	100	160	109
Tumblebook use	1	14	555	1497	1476	833	2110	1239
Patrons regist.	93	123	78	113	64	46	88	1239
ILLs to Sage	351	551	664	772	589	635	720	649
ILLs from Sage	493	548	640	496	703	698	815	450
Materials circ.	14586	13687	12427	13747	13454	12471	13511	12437
Library visits	10338	9812	8384	10156	8907	8858	10035	7730
Outreach Van								
# of stops	19	19	18	17	20	14	20	25
Items circulated	150	134	115	12	170	183	172	172
Storyhours	11	11	10	12	17	6	13	17
Adult programs	3	6	3;23	1;12	3;25	3;34	3;33	3;32
Guest progs. C.	1	1						
Patrons served	309	273	236	220	368	243	301	410

FUND 004 LIBRARY FUND		*****											
ACCOUNT	DESCRIPTION	ESTIMATED	CURRENT ACTUAL	REV	ESTIMATED	YEAR-NO-DATE ACTUAL	REV	ANNUAL ESTIMATE	UNREALIZED BALANCE				
300	BEGINNING BALANCE	73,989	.00		591,912	968,561.62	163	887,868	75,693.62-				
300	**	73,989	.00		591,912	963,561.62	163	887,868	75,693.62-				
300	*** BEGINNING BALANCE	73,989	.00		591,912	963,561.62		887,868	75,693.62-				
330	INTERGOVERNMENTAL REVENUE												
334	STATE GRANTS	351	.00		2,808	4,904.00	175	4,217	687.00-				
334	**	351	.00		2,808	4,904.00	175	4,217	687.00-				
337	LOCAL GOVERNMENT REVENUES												
337	20 00 SHARE OF LIBRARY TAXES	87,106	.00		696,848	261,318.50	38	1,045,274	783,955.50				
337	**	87,106	.00		696,848	261,318.50	38	1,045,274	783,955.50				
330	*** INTERGOVERNMENTAL REVENUE	87,457	.00		699,656	266,222.50		1,049,491	783,268.50				
350	FINES AND FORFEITURES												
351	LIBRARY FINES	809	1,419.20	175	6,472	8,349.83	129	9,716	1,366.17				
351	**	809	1,419.20	175	6,472	8,349.83	129	9,716	1,366.17				
350	*** FINES AND FORFEITURES	809	1,419.20		6,472	8,349.83		9,716	1,366.17				
360	OTHER REVENUES												
361	INTEREST REVENUES	279	251.31	90	2,232	2,472.64	111	3,349	876.36				
361	**	279	251.31	90	2,232	2,472.64	111	3,349	876.36				
365	GIFTS AND DONATIONS	7,367	.00		18,934	5,322.18	28	48,406	43,083.82				
365	**	7,367	.00		18,934	5,322.18	28	48,406	43,083.82				
369	OTHER MISC REVENUES	8	.00		64	348.00	544	100	248.00-				
369	**	8	.00		64	348.00	544	100	248.00-				
360	*** OTHER REVENUES	7,664	251.31		21,230	8,142.82		51,855	43,712.18				
360	***	7,664	251.31		21,230	8,142.82		51,855	43,712.18				
	FUND TOTAL LIBRARY FUND	169,909	1,670.51		1,319,270	1,246,276.77		1,998,930	752,653.23				

FUND	BA EBL	SUB	DESCRIPTION	DEPT/DIV	OTHER	EXP	BUDGET	ACTUAL	NO-DATB	EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	BIDGT
				*****CURRENT*****		*****YEAR-TO-DATE*****								
				BUDGET	ACTUAL	EXP	BUDGET	ACTUAL	EXP	ENCUMBR.	BUDGET	BALANCE	BIDGT	
41			GENERAL GOVERNMENT											
419			OTHER											
05	01		TO GENERAL FUND											
	10		TO UNEMPLOYMENT FUND											
05	**		OTHER											
				3036	3312.00	109	24288	26436.00	109	.00	.00	36432	9336.00	73
				182	199.00	109	1456	1592.00	109	.00	.00	2189	597.00	73
				3218	3511.00	109	25744	28088.00	109	.00	.00	38621	10533.00	73
419	**		OTHER											
				3218	3511.00	109	25744	28088.00	109	.00	.00	38621	10533.00	73
41	**		GENERAL GOVERNMENT											
				3218	3511.00	109	25744	28088.00	109	.00	.00	38621	10533.00	73
45			CULTURE AND RECREATION											
455			LIBRARY											
06	00		CONTINGENCY / VAFB											
	01		RSRY FUTURE EXPENDITURES											
	89		00 UNAPPROPRIATED ENDING BAL.											
06	**		CONTINGENCY / VAFB											
				8887	.00	0	71096	.00	0	.00	.00	106648	106648.00	0
				20618	.00	0	164944	.00	0	.00	.00	247432	247432.00	0
				0	.00	0	0	.00	0	.00	.00	0	.00	0
				29505	.00	0	236040	.00	0	.00	.00	354070	354070.00	0
455	**		LIBRARY											
				29505	.00	0	236040	.00	0	.00	.00	354070	354070.00	0
45	**		CULTURE AND RECREATION											
				29505	.00	0	236040	.00	0	.00	.00	354070	354070.00	0
49			OTHER FINANCING USES											
490			CONTINGENCY / VAFB											
06	00		UNAPPROPRIATED ENDING BAL.											
06	**		CONTINGENCY / VAFB											
				44669	.00	0	357352	.00	0	.00	.00	536039	536039.00	0
				44669	.00	0	357352	.00	0	.00	.00	536039	536039.00	0
490	**		OTHER USES											
				44669	.00	0	357352	.00	0	.00	.00	536039	536039.00	0
49	**		OTHER FINANCING USES											
				44669	.00	0	357352	.00	0	.00	.00	536039	536039.00	0
DIV	9500		TOTAL *****											
				77392	3511.00	5	619136	28088.00	5	.00	.00	928730	900642.00	3
DEPT	95		TOTAL *****											
			OTHER USES											
				77392	3511.00	5	619136	28088.00	5	.00	.00	928730	900642.00	3
FUND	004		TOTAL *****											
			LIBRARY FUND											
				169890	68954.97	41	1319118	614653.81	47	45930.46	1299930	1338345.73	33	

Vision/Master Plan Update

February 11, 2014

Mission Statement

The Wasco County Library Service District provides high quality library services to its patrons and maintains an organized collection of resources that meet their educational, recreational and informational needs.

Values

1. The library is managed pro-actively to address real community needs with professional and up-to-date services.
2. Library staff members provide effective, informed, welcoming and courteous service.
3. Library staff members and Library Board members are encouraged to develop and maintain broad community involvement and awareness of community issues.
4. Every citizen will have access to a high level of services and facilities at each location, and will receive service designed to address individual needs and differences.
5. Every citizen will have access to the materials purchased with district funds.
6. The library makes optimal use of emergent technologies to improve library services.
7. The library is a forum for diverse opinions and beliefs.
8. The library is a vibrant and well-connected center for community information.
9. The library is a good steward of community resources and is able to sustain the level of services it provides.
10. The library is governed in the most effective and least complicated manner.

Long Range Goals and Objectives grouped by priority level:

Tier I: Top Priorities

Goal: Develop effective library services and events that create relationships with library users and enable the library to meet community needs.

I. Provide users with a welcoming and supportive environment as they locate and use resources for their personal interests.

A. Develop a separate space for Young Adult services that also functions as a “third place,” an informal gathering place where the youth of our community can interact in a safe and welcoming environment.

B. Provide a zoned children’s area with a story time room where noise is not an issue.

II. Enable library users of all ages to enjoy the library as a gathering space and cultural center.

- A. Develop a separate space that is designated for library programming.
- B. Provide area with a café for users to meet and interact with others or to sit quietly and read or access virtual spaces that support networking.
- C. Provide adequate space for Friends of the Library bookstore.

III. Expand resources available to help residents meet their needs.

- A. Provide expanded resources for new immigrants in a variety of formats.
- B. Increase space for additional non-book materials such as audiobooks for users of all ages.

Goal: Library facilities at each service location shall meet library service goal requirements.

I. Provide adequate space for public services through working towards building improvements at The Dalles.

- A. Plan for an addition that enables the library to meet OLA Standards for facilities and provide additional space for service needs.
- B. Reorganize staff work area to better utilize space.

II. Conduct periodic assessment of service locations.

III. Evaluate outreach program needs throughout District.

IV. Work with City of Maupin to support efforts for new library facility planning and related fundraising.

V. Provide capital improvement planning support at each location.

- A. Research new trends in library building maintenance such as removable carpeting, solar panels, and green principles.

GOAL: Provide improved access to information and library resources through optimal use of emergent technologies.

I. Improve circulation procedures for better customer service.

- A. Install self-checkout (express) station for quicker service and increased privacy for patrons.

B. Use RFID (radio frequency ID) to address item security issues involved with express checkout service.

C. Provide self-service holds shelf in public area with coded labels for patron privacy.

II. Identify and have appropriate staff members attend one training session on emergent technology annually.

III. Enhance staff training and awareness of technology trends and the use of technology and information resources (ongoing).

IV. Keep Board informed of emerging trends in technology.

GOAL: Ensure long-term sustainability of District services.

I. Establish reserve fund to sustain service plan, build capital reserves, and fund libraries until tax money is received each year.

A. Have sufficient revenues to absorb a 5% increase in operating costs over 5 years with no increase in revenue level (i.e., flat revenues), while maintaining a 10% contingency level.

II. Establish and build endowment fund through Library Foundation for future District needs.

Tier II: Second Level Priorities

Goal: Meet adopted standards for public library service Oregon Library Association Standards at the adequate or above level.

I. Meet Oregon Library Association standards at the adequate or above level based on population figure for The Dalles library assigned by the Oregon State Library: 20,877.

	Currently	Adequate	Excellent
Hours open	57	55	70
Staff (budgeted)	10.25	10.43 (.5FTE/1000)	14.61 (.7/1000)
Holdings	78,271	62,631 (3 per cap.)	83,508 (4 per capita)
Technology (Internet PCs)			
Management	2	1 (1 per 2 FTE)	2 (1 per staff member)
Support Staff	.5	4.5 (Same)	9 (Same)
Facilities (sq. ft.)	14,960	16,827 (minimum)	Not defined

A. Increase hours open to public from 57 to 70 hours per week.

- B. Increase budgeted staff from 10.25 FTE to .7 per 1,000 patrons served (14.6 FTE).
- C. Increase holdings to 4 per capita (83,508 volumes).
- D. Increase number of staff Internet PCs to one per support staff member (currently .5).
- E. Increase square footage from 14,960 square feet to 16,827(addressed in Library Facility goal).

Tier III: Third Level Priorities

GOAL: Establish the most effective governance structure that best serves the District's dispersed rural population.

- I. With support of the local government entities, hire a consultant to develop alternatives and a recommended plan for District governance.
- II. Adopt and implement the structure that enables the District to achieve the most effective service model and a more consolidated District.

Wasco County Library District
 Financial Report
 Materials Expenditures
 5/7/2014

Category	Budgeted Amount	Expended	%	Balance
Dufur	\$9,958.00	\$4,353.92	43.7%	\$5,604.08
Maupin	\$10,573.00	\$3,219.46	30.4%	\$7,353.54
Shaniko	\$0.00	\$0.00		\$0.00
Tygh Valley	\$0.00	\$0.00		\$0.00
TD books	\$84,624.00	\$48,851.12	57.7%	\$35,772.88
TD periodicals	\$4,697.00	\$781.00	16.6%	\$3,916.00
TD audiovisual	\$9,465.00	\$5,625.23	59.4%	\$3,839.77
Total	\$119,317.00	\$62,830.73	52.7%	\$56,486.27