

AGENDA  
WASCO COUNTY LIBRARY SERVICE DISTRICT  
BOARD MEETING  
Tuesday, May 17, 2016  
4:00 p.m.  
The Dalles

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
  - a. Approval of April, 2016 Library Board Meeting Minutes
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. ADDITIONS TO AGENDA
  - a. Overdues in Dufur and The Dalles – Sarah Tierney
- V. SHARED CONCERNS OF THE BOARD
- VI. LIBRARY DIRECTOR REPORTS
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
- IX. FINANCIAL REVIEW
- X. UPDATES
- XI. ADJOURNMENT
  - a. Set Next Meeting Date and Location
  - b. Adjourn

Wasco County Library Service District

Board Meeting

April 19, 2016

Location: Maupin

**Board members present:**

Rita Rathkey, Margaret Brewer, Carol Jones

**Staff present:**

Jeff Wavrunek, Valerie Stephenson

**Called to order:**

At 4:00 pm by chairman, Rita Rathkey

**Corrections to minutes:**

None. Carol Jones moved to approve, Margaret Brewer seconded, and the minutes were approved.

**Recognition of Visitors:**

Corliss Marsh

**Shared Concerns:**

None

**Additions to agenda:**

Put Library Foundation under new business

**Intergovernmental Agreement - Budget.**

Jeff brought the County budget to the meeting. In the original Intergovernmental Agreement, the City was going to do the administrative portion of the Service District for free. Two years ago the City charged the Library \$37,000 for administrative fees. Last year that amount almost doubled, and it will increase again next fiscal year; going up to \$86,000. The cost is supposed to go down a little after Daniel Hunter's position ends. We shall see. The Dalles Library is paying \$12,300 a year for the city attorney; \$24,400 to Finance; Technology is \$19,240 and Personnel is \$13,482. This is based on a weighted formula; the same formula is used for other City departments.

There was a discussion of the July 2010 amendment to the Intergovernmental Agreement. Prior to this amendment, it had said that the City would pay administrative costs at their expense. The July 28, 2010 amendment, to be effective July 1, says in an amount to be negotiated each year. However there does not seem to be much negotiation taking place. Jeff will talk to the County Commissioners regarding administrative fees.

Library Board should attend the budget meetings that start the first Monday of May at 5:30, and ask for an explanation.

County Budget – Jeff had reported last month that about \$60,000 in tax dollars would be lost due to compression. Despite the tax funding lost to compression Dufur, Maupin and The Dalles Libraries will each get a 3% budget increase.

**Enterprise Money** – Rita Rathkey and Jeff Wavrunek talked to the Mayor and Scott, and said what they thought the library should get and why. Corliss Marsh suggests that the library keep telling them that they want a portion of this money.

### **Library Directors' Reports:**

**Maupin** – Valerie will be going to the Oregon Library Association conference this week. There is a fundraising mailing going out. The Kevin Locke performance will be May 13<sup>th</sup>, with three different programs. She has talked to the principal at the Dufur School, and they will be busing some students to Maupin for the morning performance. Maupin Daze is on May 21<sup>st</sup>, and the library will be participating by holding a bike rodeo (she is asking permission to close a section of a side street for this) where there will be an obstacle course, and they will learn proper bicycle safety. There will be a representative from the Sheriff's department there to help. She is working on Summer Reading; she'll have Penny's Puppets, Yoga, Move-like-a-Mammoth, and Mad Scientist. She's very busy with everything going on.

**Dufur** – Sarah was unable to attend.

**The Dalles** – Update on the addition, it is now enclosed, should be putting up dry wall soon. They are still looking at an end of June completion date. Original plan had called for a moveable partition, but to save money that was value engineered out. Instead, a storage closet will be put in the space where the partition wall would have been stored when not in use. Not doing the partition meant that they did not have to put in a large, expensive beam. Currently looking at pricing for furniture – it's pricey!

Programming is going well. The community is helping by bringing programs to us and exhibiting a willingness to share knowledge. Currently, Jenny Loughmiller is leading a series of TedTalk discussions. Another patron, Summit, who is a musician, has played music at story time.

Dana and Megan are working on their Summer Reading programs.

Dana, Megan, Amy and Kathy are going to workshops at OLA. There are some great workshops that Amy planned on attending.

**Old Business:**

Bylaws and policy. They have been sent over to the County Commissioners for signing. In the future, it has been requested that these be looked at by an attorney before it goes for signatures.

**New Business:**

The Library Foundation in the future may receive a demand from the City to access the financial activity of the Foundation so they can detail Foundation financial activity alongside library and city financials in City finance reports. The Library Foundation feels this would negatively impact fundraising as it would blur the distinction between public and private library funds. This could discourage donors from giving money to the Foundation. Most donors want to give to private 501c3 foundations. For example, somebody leaving money to support the library in their will might think twice about that if Foundation records are comingled with City and public library reporting. Donors feel comfortable leaving money to a foundation as opposed to a governmental entity. The Library Foundation cannot understand why the City would want to weaken it since it only wants to help make the community better by making an integral part of the City and County - the library - stronger.

**Financial Review:**

Margaret Brewer moved to approve, Carol Jones seconded, and the Financial Review was approved.

**Updates:** Corliss gave an update on the Friends of the Library. The Book Barn is almost finished, just needs to have the sheetrock, shelving and insulation; which should be happening soon. They are hoping for a Book Sale in the summer.

The next meeting will be held May 17th at 4:00 in The Dalles.

Meeting adjourned at 5:19

WASCO COUNTY LIBRARY SERVICE  
DISTRICT BOARD OF DIRECTORS

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Rita Rathkey, Chair

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Margaret Brewer, Vice-Chair

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Carolyn Wood, Board Member

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Carol Jones, Board Member

	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16
<b>VISITOR COUNT</b>	<b>12,763</b>	<b>10,864</b>	<b>10,381</b>	<b>11,834</b>	<b>9,610</b>	<b>10,345</b>	<b>11,261</b>	<b>11,314</b>	<b>10,427</b>	<b>10,676</b>
<b>INTERNET USERS</b>	<b>2,291</b>	<b>2,237</b>	<b>1,898</b>	<b>1,930</b>	<b>1,748</b>	<b>1,891</b>	<b>2,025</b>	<b>2,144</b>	<b>2,328</b>	<b>2,063</b>
Overdrive Read	61	89	47	63	25	37	51	42	41	33
Open EPUB ebook	2	1	1	2	1	2	12	7	2	3
overdrive video	0	0	0	0	0	0	0	0	0	0
adobe PDF ebook	1	0	2	0	2	1	1	1	3	0
kindle book	127	144	117	138	139	154	151	102	141	143
adobe EPUB ebook	112	97	99	102	120	114	123	82	118	111
overdrive MP3 audiobook	300	320	331	306	277	349	350	291	339	344
overdrive WMA audiobook	0	0	0	0	0	0	0	0	0	0
Open PDF ebook	0	0	0	0	0	0	0	0	0	0
Pending (ebook)	44	65	48	57	36	42	28	33	45	35
Pending (audiobook)	31	43	27	25	41	31	20	26	27	26
Pending (video)	0	0	0	0	0	0	0	0	0	0
OverdriveListens	18	22	14	13	11	26	30	38	34	24
<b>LIBRARY2GO total</b>	<b>696</b>	<b>781</b>	<b>686</b>	<b>706</b>	<b>652</b>	<b>756</b>	<b>766</b>	<b>622</b>	<b>750</b>	<b>719</b>
<b>TUMBLEBOOKS</b>	<b>8</b>	<b>11</b>	<b>20</b>	<b>28</b>	<b>18</b>	<b>12</b>	<b>20</b>	<b>50</b>	<b>162</b>	<b>61</b>
<b>PATRONS ADDED</b>	<b>143</b>	<b>80</b>	<b>113</b>	<b>79</b>	<b>67</b>	<b>93</b>	<b>78</b>	<b>271</b>	<b>111</b>	<b>81</b>
<b>ILL'S SENT</b>	<b>740</b>	<b>794</b>	<b>854</b>	<b>869</b>	<b>870</b>	<b>873</b>	<b>995</b>	<b>741</b>	<b>963</b>	<b>852</b>
<b>ILL'S RECEIVED</b>	<b>739</b>	<b>875</b>	<b>673</b>	<b>592</b>	<b>628</b>	<b>615</b>	<b>971</b>	<b>889</b>	<b>826</b>	<b>716</b>
<b>MONTHLY CIRC</b>	<b>16,756</b>	<b>15,649</b>	<b>15,304</b>	<b>15,151</b>	<b>14,143</b>	<b>15,646</b>	<b>16,477</b>	<b>16,859</b>	<b>17,769</b>	<b>15,825</b>
<b>LIBRARY2GO</b>	<b>696</b>	<b>781</b>	<b>686</b>	<b>706</b>	<b>652</b>	<b>756</b>	<b>766</b>	<b>622</b>	<b>750</b>	<b>719</b>
<b>TOTAL CIRC</b>	<b>17,452</b>	<b>16,430</b>	<b>15,990</b>	<b>15,857</b>	<b>14,795</b>	<b>16,402</b>	<b>17,243</b>	<b>17,481</b>	<b>18,519</b>	<b>16,544</b>

**April, 2016****Youth Services**

Date	Name of Event/Outreach	Total includes adults	
4/1/2016	Preschool Storytime		10
4/6/2016	Wobbler/Toddler Storytime		6
4/7/2016	Baby Storytime		4
4/8/2016	Preschool Storytime		16
4/13/2016	Wobbler/Toddler Storytime		4
4/14/2016	Baby Storytime		11
4/14/2016	Zumba		17
4/14/2016	HUB Meeting for Preschool Bus Grant		8
4/14/2016	School District Poetry Slam Judge		18
4/15/2016	Preschool Storytime		25
4/16/2016	Iris Nason		15
4/20/2016	Wobbler/Toddler Storytime		13
4/21/2016	Baby Storytime	Cancelled due to OLA	0
4/22/2016	Preschool Storytime	Cancelled due to OLA	0
4/27/2016	Wobbler/Toddler Storytime		16
4/28/2016	Baby Storytime		4
4/28/2016	LEGO		7
4/29/2016	Preschool Storytime		33
4/30/2016	Dia/Children's Day		125
		<b>Total</b>	<b>332</b>

**Preschool Outreach**

Date	Name of preschool/Total # kids		
4/7/2016	Sonrise Academy		15
4/7/2016	Petersburg Head Start		17
4/13/2016	Head Start		45
4/14/2016	TD Head Start		14
4/14/2016	Petersburg Head Start		12
4/15/2016	TD Head Start		14
4/21/2016	Great & Small		47
		<b>Total</b>	<b>164</b>
		<b>Total Youth</b>	<b>496</b>

**Teen Services**

4/4/2012	Youth Knitting		7
4/5/2012	TLAB		9
4/6/2012	Yu-gi-oh!		5
4/8/2012	Watercolor Painting		8
4/18/2012	Youth Knitting		7
4/20/2012	Yu-gi-oh!		5
4/25/2012	4-H Appmaker		3
		<b>Total Teen</b>	<b>44</b>

**Adult Services**

4/2/2016	Twining/Weaving workshop		12
4/4/2016	Join the conversation: What we want from the wild		11
4/5/2016	Oregon Veterans Home		7

4/5/2016 Flagstone	8
4/5/2016 Family Craft Night	2
4/6/2016 Dufur Potlatch	16
4/12/2016 Springs at Mill Creek	12
4/14/2016 Canyon Rim	8
4/14/2016 Tygh Valley Community Meal	8
4/21/2016 Third Thursday Book Group	6
4/26/2016 Beginning Conversations about death	8
4/28/2016 Chinese in Oregon: the forgotten population	25
<b>Total</b>	<b>123</b>
<b>Reference Services</b>	143 Logged
<b>Computer Classes, Drop-In Hours and Open Lab</b>	9
<b>Total Adult</b>	<b>275</b>





FUND	BA	ELE	OBJ	ACCOUNT	DEPT/DIV	2100	LIBRARY/	CURRENT	YEAR	TO	DATE	ANNUAL	UNENCUMB.	%
SUB	SUB			DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BUDGET
45				CULTURE AND RECREATION										
455				LIBRARY										
	03			CAPITAL OUTLAY										
	74	20		VEHICLES	0	.00	0	0	.00	0	.00	0	.00	0
		30		FURNITURE AND FIXTURES	0	.00	0	0	.00	0	.00	0	.00	0
		40		OFFICE EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
		50		COMPUTER EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
	03	**		CAPITAL OUTLAY	85939	127911.47	149	807145	353382.04	44	551422.92	979035	74230.04	92
455	**	**		LIBRARY	191833	204707.74	107	1873875	1157800.19	62	552482.92	2257793	547509.89	76
45	**	**		CULTURE AND RECREATION	191833	204707.74	107	1873875	1157800.19	62	552482.92	2257793	547509.89	76
				DIV 2100 TOTAL *****	191833	204707.74	107	1873875	1157800.19	62	552482.92	2257793	547509.89	76
				DEPT 21 TOTAL *****	191833	204707.74	107	1873875	1157800.19	62	552482.92	2257793	547509.89	76