

AGENDA  
WASCO COUNTY LIBRARY SERVICE DISTRICT  
BOARD MEETING  
Tuesday, October 18, 2016  
3:30 p.m.  
Dufur

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES
- III. RECOGNITION OF VISITORS AND INTERESTED PARTIES
- IV. ADDITIONS TO AGENDA
- 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  
September 20, 2016  
Location: Maupin

MINUTES SUBJECT TO APPROVAL

**Board members present:** Carolyn Wood, Carol Jones, Margaret Brewer, Dick Stentz, Rita Rathkey

**Staff present:** Valerie Stephenson, Jeff Wavrunek, Sara Tierney

**Called to order:** at 4:05 by chairman, Margaret Brewer

**Corrections to minutes:** None, Dick Stentz moved to approve, Carol Jones seconded, and the minutes were approved.

**Recognition of visitors and interested parties:** None

**Additions to agenda:** None

**Shared Concerns:** Dick thanked Jeff for the excellent job he did at the ribbon cutting ceremony. He kept things moving smoothly, and the whole program was very impressive. Rita Rathkey described visiting the Indianapolis Public Library recently. It was very nice and interesting to see another library. She plans on making visits to other libraries when traveling.

**Library Directors' Reports:**

*Dufur* – The summer reading program was very busy and ran for 7 weeks. The fair booth was awesome, Valerie did a great job. This was the first year for doing a Tuesday evening family program and it was well received. School has just started, she sees students in K-12 every week. There will be pre-school storytime on Wednesdays; and community storytime on Thursdays. OBOB (Oregon Battle of the Books) teams are getting registered. Sarah will be attending Focus Institute next week, it sounds very exciting.

*Maupin* – Valerie will also be attending the Focus on Children and Young Adult Institute, to be held at Menucha Retreat and Conference Center in the Gorge. Summer Reading programs were well attended, more than expected. The laptop giveaway was popular; there was one for the teens and one for the younger kids. Back-to-school night is tomorrow, there will be a ventriloquist, paid for with the Ready to Read grant. The teen advisory board is going well and the kids are still excited. Valerie and Mary Beechler visited the Condon Library and got some great ideas for Maupin's building project. They met with the architect and have decided to make some changes. One of them is to move the children's area to the back (originally, plans called for it to be upfront near the doors). They are also adding a study room and are hoping to put in a window seat. The Little Lending Library is up and people have been using it. Valerie has plenty of books to keep it stocked.

*The Dalles* – It has been pretty crazy. The library had a great turnout for the ribbon cutting. The State Librarian was quite impressed with the turnout. Dana Campbell, children's librarian, is retiring, but will help Kathy Viemeister with the Ready to Read grant, as well as the 1,000 Books Before Kindergarten program. Kathy will be filling in with a lot of things until a replacement is hired. The city just hired a new Human Resources person, and there have been changes made in the way the application packets are

handled (affecting the applications for the new Children's Services Librarian position). The city does the initial screening and only those that met their criteria were then passed to the Library. Jeff then sorted the applications into categories (qualified, highly qualified, etc.), and from those, asked qualified applicants to submit a video of themselves doing a storytime and booktalk. Now that a \$40,000 grant for the new teen space has been awarded there are different ways it can be handled. Jeff is consulting with the city manager and lawyer. There was a discussion about the administrative fees the city charges the library. Brent, the IT person for Sage, has been working on infographics showing checkout information. The charts he created detail that our library is the top circulating library in our consortium for checkouts and renewals.

**Old Business:** Library Board members noticed that the grounds are looking better. However, the waterline for the broken sprinkler still needs to be fixed before someone trips over the hole; there have been traffic cones marking the area for more than 2 months. There are also a couple of other issues regarding maintenance of the facility that are taking a long time to be addressed, like a broken toilet.

**New Business:** Nothing

**Financial Review:** There is still no financial report due to the new financial software the city has started using. Hopefully by next month there will be updates.

**Updates:** There was discussion about the Community Reads that Jim Tindal (school librarian in The Dalles) is putting together for next spring. He received a grant, and is doing a program with a theme of Native Americans. Sherman Alexie, a well-known Native American author; and Elizabeth Woody, the Oregon Poet Laureate and member of the Confederated Tribes of Warm Springs, will be in The Dalles as a part of the Community Reads next April.

The next meeting will be held October 18th at 3:30 in Dufur.

Meeting adjourned at 5:05

WASCO COUNTY LIBRARY SERVICE  
DISTRICT BOARD OF DIRECTORS

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Margaret Brewer, Chair

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Carolyn Wood, Vice-Chair

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Rita Rathkey, Board Member

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Carol Jones, Board Member

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Dick Stentz, Board Member

|                     | Jul-16 | Aug-16 | Sep-16 | Oct-16 | Nov-16 | Dec-16 |
|---------------------|--------|--------|--------|--------|--------|--------|
| VISITOR COUNT       | 13,072 | 10,352 | 9,804  |        |        |        |
| INTERNET USERS      | 1,836  | 2,287  | 1,901  |        |        |        |
| Overdrive Read      | 29     | 26     | 22     |        |        |        |
| Open EPUB ebook     | 3      | 6      | 1      |        |        |        |
| overdrive video     | 0      | 0      | 0      |        |        |        |
| adobe PDF ebook     | 1      | 0      | 1      |        |        |        |
| kindle book         | 120    | 147    | 120    |        |        |        |
| adobe EPUB ebook    | 116    | 124    | 137    |        |        |        |
| overdrive MP3 audio | 300    | 312    | 296    |        |        |        |
| Open PDF ebook      | 0      | 0      | 0      |        |        |        |
| Pending (ebook)     | 32     | 24     | 37     |        |        |        |
| Pending (audiobook) | 33     | 39     | 25     |        |        |        |
| overdrive Listens   | 27     | 19     | 19     |        |        |        |
| Kobo ebook          | 0      | 0      | 0      |        |        |        |
| LIBRARY2Go total    | 661    | 697    | 658    |        |        |        |
| TUMBLEBOOKS         | 0      | 0      | 22     |        |        |        |
| PATRONS ADDED       | 122    | 97     | 267    |        |        |        |
| ILL'S SENT          | 965    | 1,076  | 1009   |        |        |        |
| ILL'S RECEIVED      | 659    | 758    | 704    |        |        |        |
| MONTHLY CIRC        | 16,086 | 17,217 | 15,422 |        |        |        |
| LIBRARY2GO          | 661    | 697    | 658    |        |        |        |
| TOTAL CIRC          | 16,747 | 17,914 | 16,080 |        |        |        |

## **Youth Services**

| <u>Type of program</u> | <u>Occurred how many times</u> | <u>Total attending</u> |
|------------------------|--------------------------------|------------------------|
| <u>Storytime</u>       | <u>9</u>                       | <u>160</u>             |
| <u>Other</u>           | <u>1</u>                       | <u>22</u>              |
| <u>Outreach</u>        | <u>4</u>                       | <u>164</u>             |

## **Teen Services**

| <u>Type of program</u> | <u>Occurred how many times</u> | <u>Total attending</u> |
|------------------------|--------------------------------|------------------------|
| <u>Teen programs</u>   | <u>8</u>                       | <u>65</u>              |
| <u>Outreach</u>        | <u>2</u>                       | <u>125</u>             |

## **Adult Services**

| <u>Type of program</u>   | <u>Occurred how many times</u> | <u>Total attending</u> |
|--------------------------|--------------------------------|------------------------|
| <u>Outreach services</u> | <u>5</u>                       | <u>45</u>              |
| <u>In-house programs</u> | <u>3</u>                       | <u>52</u>              |