

WASCO COUNTY LIBRARY SERVICE DISTRICT

BOARD MEETING MINUTES

October 15, 2013

COMMISSION PRESENT: Mary Beechler, Margaret Brewer, Diane Bungum, and Rita Rathkey

COMMISSION ABSENT: Corliss Marsh

STAFF PRESENT: District Librarian Sheila Dooley, Dufur School/Community Librarian Louise Walkowiak, and Library Clerk II Maggie Pando

GUESTS PRESENT: None

The meeting of the Wasco County Library Service District Board was called to order at 4:08 p.m. by Vice Chairman Mary Beechler.

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MINUTES

Rita Rathkey made a motion to approve the minutes of the Library Board meeting of September 10th. Diane Bungum seconded the motion and it was approved unanimously.

LIBRARY DIRECTOR'S REPORT

The written monthly report for The Dalles-Wasco County Library was presented for information. Sheila Dooley reported that the part-time clerks would be working additional hours due to a staff leave of absence.

SHARED CONCERNS OF THE BOARD

There was a discussion regarding conducting background checks for library volunteers. Sheila Dooley will discuss this with the City Attorney.

Mary Beechler suggested holding an educational workshop for the benefit of the new Board members. Sheila Dooley will talk to Chairman Corliss Marsh about scheduling a workshop to discuss the role of the Library Board and conduct a review of library policies.

Maggie Pando reported that in regards to the library mobile app usage, there have been 209 mobile app users and more than 18,000 inquiries.

OLD BUSINESS

A. Maupin Library Building Project

Mary Beechler reported that the Maupin City Council approved using the existing library site as the site for a new library building. Construction of a new City Hall on the same property is not planned at this time. The fundraising committee is moving ahead with plans to raise the matching funds needed.

B. Branding Project

Mary Beechler reported that the branding committee held its first meeting. The outcome included a one question survey of library patrons regarding the importance of the library in the community. The survey will be conducted at each library during October.

REPORTS

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

The draft of an RFP (Request for Proposals) for the RFID system is being reviewed by the Oregon State Library with feedback expected by the end of the week.

B. Friends of the Library Activities

Sheila Dooley updated the Board regarding recent Friends of the Library activities including the annual membership meeting held in September. A used book sale is planned for November 2<sup>nd</sup>.

C. Library Expansion Committee

Sheila Dooley reported that funds raised for the expansion project totaled \$75,959 (not including the \$100,000 match from a local family). Proceeds from the Book Lovers' Ball sponsored by Half the Gorge Sky are not included in this total.

The Library After Dark event held at the library the same night as the Book Lovers' Ball had more than 50 children and 16 volunteers in attendance.

D. Materials Expenditure Report

The materials budget was 16.5% expended as of 25% of the year.

E. Library District Financial Report

The report was not yet available.

F. The Dalles-Wasco County Library Financial Report

The budget (excluding the contingency and unappropriated ending balance) was 23% expended as of 25% of the year.

There was a discussion regarding providing a drive-up book drop for the library's patrons. Issues involving drive-up book drops will be investigated.

At 5:05 p.m. the meeting was adjourned by Vice Chairman Mary Beechler. The next Board meeting is scheduled for Tuesday, November 12th, at 3:30 p.m. at the Maupin Grade School Library.

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

WASCO COUNTY LIBRARY SERVICE  
DISTRICT BOARD OF DIRECTORS

Abstained  
Corliss Marsh, Chair

Mary Beechler  
Mary Beechler, Vice-Chair

Margaret Brewer  
Margaret Brewer, Board Member

Absent  
Diane Bungum, Board Member

Rita Rathkey  
Rita Rathkey, Board Member