



**Board Meeting Minutes
April 8, 2008
Rodriguez Annex**

ATTENDEES

Board Members Present: Marie Glenn, Susan Stovall, Leslie Weigand, and Stephen Hillis. Cathy Luther excused.
Staff members: Sally Beesley, Director, Jane Ahern, Youth Services Librarian

CALL TO ORDER

Hillis called the meeting to order at 4:38 PM.

MINUTES AND AGENDA

The minutes from the March 11 regular board meeting and were accepted as amended. (Weigand/Luther).

There was no public comment.

EXECUTIVE LIMITATIONS

Treatment of Library Users Monitoring Report was accepted.

Discussion: It was noted that board members might want to see suggestions from the suggestion box. Director reported that comments have been unsubstantial. Also it was noted that gender is on library card application to help verify that the person holding the card is the actual owner of the card. It also helps for names that could be for either gender. Copies of library card applications were presented to the board for their verification that the Treatment of Library Users #3 is in compliance.

The Budget portion of the agenda was moved to the end of the meeting.

BOARD GOVERNANCE

Board Self Evaluation. Stovall reported that all members of the board and the director had filled out the evaluation form. It was passed out to all present. She briefly discussed each portion. It was mentioned that documents and board packets should be improved in quality. Email attachment labels are to be more specific. One complete packet will be printed out for future board meetings. Draft agenda will be sent out two weeks before board meeting for all board members to evaluate. It was clarified that the Results Policy Report will be presented in October.

Board Operation There was a second reading of the changes to the Board Operations Policy 1e and 2a. It was agreed to change Board Operations Policy 2a so that elections for board chair and vice-chair are in July instead of August. No action was needed on 1e. There was a discussion about reviewing policy changes at two consecutive board meetings.

2008-2009 Board Priorities The Director presented a list of Board Priorities as requested. Each priority was reviewed. This list was compiled by going through the priority list developed by the board. It was narrowed down to the more important priorities that could be realistically attained during the 2008-2009 fiscal year. The board modified and clarified those items that they want on the list. The final list is included here:

BOARD PRIORITIES DRAFT 2008-2009

- Priority 1* *Same 5 year building plan w/ task 7,8,9 completed by 6.30.2009*
Look into possibility of Westside Elementary as future library site.
Feasibility study – Sustainability (to be covered by a grant)
- Priority 2* *Website* Maintain a current relevant website
Update calendar on a daily basis
Create Links to other county & local services
Friends of the Library page
Art exhibits and artist information page
- Priority 3* *Connect with Schools*
Maintain current level of connectivity
Go to Principal meetings
Involve Honor Society as volunteers
Put articles & information in District Newsletters
- Priority 4* *Youth Services Enhanced*
Maintain current level of services to children
Increase number of Teen programs, increase attendance and variety
Interesting and varied art work displayed in children's area
Install Art display hardware (drop down?)
- Priority 5* *Pursue Annexation of Crooked River Ranch*
- Priority 6* *Promotion of Library and Annex enhanced*
Multiple exposure—be creative, “Off the Shelf” in Spilyay,
CRR,
Reader Boards –chamber, South Y, Parr
Website
Community involvement, Rotary, or other service groups.
- Priority 7* *Enhanced Outreach to Seniors*
Senior Center participation/programs

Senior open house (foundation, movies)
Programs at Assisted Living Centers

Priority 8 Develop "Wants" list for friends of the Library/Endowment Foundation

*Priority 9 Technology improvements
Install self-checkout
PC reservation software
2nd OPAC in Children's area
Google books connection in online catalog*

There was discussion on sustainability issues with building a bigger building. It was noted that West Elementary might be too old to renovate into a library. Other agencies are also considering West Elementary as a location.

It was moved and seconded (Weigand/Luther) to accept Board Priorities 2008-2009. Motion carried.

BOARD-LIBRARY DIRECTOR LINKAGE

Director's Report, It was moved and seconded to accept the Director's Report and add it to the minutes. (Weigand/Stovall)

Director's Report on 2007-2008 Priorities

Priority #1 - 5 year building plan

The third and last Needs Assessment meeting was held March 11. Reports will be submitted to the board. This activity generated many good ideas that the board can consider as they direct the future of the library district. Documents generated from the Needs Assessment meetings are on file at the library.

Priority #2 – website development

Connection to our catalog was made more obvious on the webpage. We are also using the home page as an area to promote programs at the library. We also added a "scrapbook" page" where we can post pictures taken at programs. Another new feature is a sign-up link for those who would like to be on our email list and receive notification of news and activities going on at the library.

Priority #3 – Art Displays

We are gathering pictures of the Helen Hering home for our April display. Various artists in the area are contributing. Lyn Craig of Libraries of Eastern Oregon (LEO) is checking into traveling art displays for the library.

I also went to the Museum at Warm Springs to see the youth art display. I made arrangements to have many of the pieces of art displayed at the library and they will be up in the Children's area during the month of April.

Priority #4 – School Connections

I went to the Culver School District meeting and gave them information on library services and programs. They were receptive and seemed interested in library activities and appreciative of my visit.

I also attended the reception for the two candidates for School Superintendent. I felt it important to begin establishing a relationship with whoever ended up as the new superintendent. I also attended one of the public school budget meetings to better understand the issues and see if there was any way we could help out.

Priority # 5 – Library and Annex Promotion

Weekly articles continue to be published in the Madras Pioneer that highlight activities at the library and book reviews.

Kam Wah Chung program was well attended and very enjoyable. Presentation was good & items from the museum were interesting. Audience seemed to really enjoy the program and some remember the "China Doctor" from John Day.

I went to a LEO meeting in Hermiston. LEO and OMSI gave a presentation on interactive programs they want to present over the polycom unit they donated to the library a few years ago (you may remember it as the Jason project). They have partnered with the Smithsonian to present American Art programs with an emphasis on art portraying history.

After I returned from the LEO meeting, Dion and I worked to get the polycom unit working. We had OMSI people on the phone helping, but were unable to make the connection. I've been troubleshooting this with DPLS and hope to have it up and running soon. It appears to be an internet connection problem that I will need Crestview Cable to address.

The BitMobile was here to help people efile their taxes. There was no attendance.

Priority #6 – Outreach to Seniors

Lorene went to Aspen Court 4 times during March and had about 20 people at each story time. She read Max Brand's Riding into Peril and it was a big hit. Jackie prepared a list of local authors and contact information for Aspen Court. They will be setting up quarterly programs where local authors come and speak to residents and everyone else is invited too. The library will co-sponsor these events.

Miscellaneous

CRR – I went to the home owners' association board meeting for Crooked River Ranch and addressed an audience of about 60 people. It gave me the opportunity to better explain what is going on with the non-resident fees and what their options are. It also gave me the chance to explain the benefits of being annexed into the library district. The audience was friendly and appreciative of the information. (Priority 1)

Community Read (Priority 4,5,6) Coming along fine. Several teachers at MHS used the book in their curriculum, posters and handouts have been distributed throughout the community. Things are running smoothly and we should have a great program.

Cleaning – I was able to hire Clean Express to take care of cleaning for the library. I asked 5 different companies for bids and received 2. The other companies were unable to take on any more new clients at this time. The cost is under \$5000 so will not require board action. (Priority 2,4)

Spanish Services report by Yirah Marerro

March has been a month to catch up on many little projects. I ordered & processed many new Spanish books for adults & kids and planned for a few future Spanish programs.

This past Saturday (3/29/08) I did a "Pizza & Juegos" (pizza & games) Night for the Spanish Youth. It went very well! I was surprised to see how well behaved these kids were! There were a total of 15. Ages ranged from 10 to 18. We played games for almost three hours and enjoyed Figaro's pizza. It was very fun!

The Spanish Storytimes are going well...the attendance varies a lot as always. One week 8 kids show up... the next time 16 kids show up. The 27th of this month I got 27! (No School).

We will be starting our "Loco Wednesdays" soon so I'm starting to plan for this.

I have received a few "Thank you" cards and gifts from kids and parents after some of our programs. It's nice to know that we're making a difference in many lives!

RESULTS POLICIES

Results Monitoring Report It was moved and seconded (Weigand/Luther) to accept the Results Monitoring Report. Motion carried.

The Olson book signing plans were briefly reviewed.

Needs Assessment. We are still waiting for reports from Cliff and Maura.

Michael Gaston meeting was also briefly reviewed.

It was agreed to drop the budget part of the agenda as time was running out, and any issues relating to the budget could be brought up during the budget meeting.

Agenda Building

Budget

Ex Limitations Policy - Treatment of Staff

The meeting was adjourned at 5:58 PM.

Respectfully submitted:

Sally Beesley

Library Director