



Agenda: Tillamook County Library Board

Thursday, June 27th, 2024: 12:00 p.m. – 1:00 p.m.; *Hybrid*

Call to order: Board Chair: Sayde Walker

Public input

Approval of May 2024 Minutes and Budget: 5 minutes

- Minutes review and approval
- Library Spending review and approval

Director's Report: 10 minutes

- Updates
- Data Dashboard

Updates: 15 minutes

- Tillamook County Library Foundation Update: 5 minutes
- Commissioner's Update: 5 minutes

Old Business:

- Strategic Plan Dashboard – sub committee for KPI survey
- Capital Plan – no update

New Business:

- After hours wi-fi
- Report on strategic implementation plan – year 1
- Materials reconsideration decision appeal - process

Adjournment

*Library Board Executive Session- Library Board reserves the right to recess to Executive Session as may be required at any time during this meeting, pursuant to ORS 192.660 (1).

**The Library is Handicapped Accessible. If special accommodations are needed for person with hearing, visual, or manual impairments who wish to participate in the meeting, please contact 842-4792 at least 24 hours prior to the meeting in order that appropriate communication assistance can be arranged.

Tillamook County Library Board Minutes
Thursday, May 23, 2024; 12:00 p.m.
Hybrid Meeting

Board Members Present:

Sayde Walker, Madeline Olson, Jon Orloff, Romy Carver, Jennifer Byrne

Staff, Commissioner, and Others Present:

Don Allgeier, Jennifer Wells, Luke Kralik, Melanie Hetrick, Danielle Meininger, Joe Salsman, Marisa Graham-Collier

Call to Order:

The meeting was called to order by Sayde Walker at 12:00 p.m. on Thursday May 23, 2024.

Public Input:

There were no community members present for public input.

Approval of May 2024 Minutes and Budget:

JB moves to approve, Madeline seconds, passes unanimously.

May 2024 Budget and Spending Report:

We have spent most of the adult programming budget, which is to be expected at this time of year.

Jon moves to approve the budget, Madeline seconds, motion carries unanimously.

Director's Report:

- We have our new manager at the Main branch, Luke Kralik on board.
- We will be conducting recruitments for the LA 3 Bookmobile position as well as for a new janitor. After that we will be fully staffed.
- We are continuing to move through budget approval and adoption with the county commissioners.
- We have formed a new virtual services team to focus on the library website, social media, and digital materials. We will be separating the focuses of our Facebook and Instagram accounts, with Instagram being more focused around engagement and our brand, whereas Facebook will be more program and schedule focused.
- We have run into a problem with our HVAC system. We are waiting for more information about possible solutions balancing a short-term fix vs. an inevitable long-term replacement. We will have more information on this at the next meeting.

- We will have an ADA ramp connecting to the sidewalk in the park, along with pavers going in front of the stage to be completed by July 1, 2024. The sidewalk is funded through the library, the rest is funded by the library foundation.
- We have a summer music series and summer Shakespeare program planned to take place in the park this summer.
- We have Portland poet Matthew Dickman coming for a performance in the park as well.
- Luke will be taking on the magazine alcove shift upstairs to make the space temporarily available for displays while we prepare to expand the teen section.
- Manzanita Friends Group is having its annual book sale this weekend. They have a lot of great items at great prices and there will be significantly more children's books than normal.
- The library has been awarded a PUD Community Grant for ADA access at PC and MZ which is in the works.

Data Dashboard

We have a continued increase in volunteers and volunteer hours.

We have discovered that the holds data in our monthly statistics report has not been the data we actually want in the report. It tracks where the holds originate from as opposed to the number of holds requested for each branch. It does not include requests from home or other locations and is therefore not a useful data metric, and we will be looking to adjust our holds collection metric.

We are happy to see a continuing increase in programs provided and attendance.

Summer Reading Update

We are revisiting an old SRP process. Every child registered in a school/pre-school will be provided a Summer Reading Program packet.

Each age group gets a bingo sheet with 25 activities that engage in playing, singing, reading, writing, and anything that helps with reading development and family reading and exploration. All activity squares have an option offering that they read either 3 books or 30 minutes for kids who may not have access to all the activities. The packet also includes a schedule for SRP Programming and Grub Club.

At the end of the program, we will host the annual End of Summer Reading Party where we will provide prizes, school supplies, DVD's, books, and free giveaway boxes to supplement our community's needs.

Sayde expressed an interest in posting fliers at the farmers market every Saturday as well as advertising the program with the local radio station and newspapers. She would like to take sound bites and talk about it on the news.

Foundation Update

At the next meeting in June, they will discuss Oregon Shakespeare in the park. Otherwise, their focus has been completing the stage.

Commissioners Report:

Mary Faith Bell was not present to share.

Strategic Plan Dashboard

Don will be developing a survey to put out in the late fall/early winter useful data from people that use our services as well as those that don't. Sayde suggests incentivizing the survey by each response yielding an entry for a prize drawing to increase participation.

New Business

- Meet the new librarians! We have Danielle Meininger coming on as our new systems librarian and Joe Salsman as our programming librarian.
- The staff developments are feeling positive in terms of having appropriate staffing and a good mix of experience and interest to be moving us forward with expanding our reach and offerings.
- Recently, there have been four new book challenges submitted to Don that he is planning to review. He has declined to move or remove any items from the previous challenges over the year, and anticipates that the decisions will be appealed, at which point the board will review and respond. Sayde notes that a few years ago, former director, Geri, started developing a policy in place for how the board addresses these appeals, but it will be necessary to revisit that process with this board and develop a clear policy for how these are addressed moving forward. One of the reconsideration requests is a duplicate. It is possible we will add a policy that once an item has been challenged, it cannot be submitted for reconsideration for a certain amount of time to follow.

The meeting was adjourned at 12:50 p.m.

June Budget and Spending Update

Budget Category	FY24 Budget	Actual through 5/31/24	Over/Under	%	Notes
Total Salaries	\$ 1,436,400	\$ 1,171,107	\$ (265,293)	-18%	Low spending due to vacancies
Total Taxes and Benefits	\$ 1,082,000	\$ 870,660	\$ (211,340)	-20%	Low spending due to vacancies
Personnel Costs	2,518,400	\$ 2,041,768	\$ (476,632)	-19%	Low spending due to vacancies
Library Materials	\$ 300,000	\$ 279,187	\$ (20,813)	-7%	On target
Library Programs	\$ 53,000	\$ 47,589	\$ (5,411)	-10%	On target
Materials and Services	\$ 1,336,160	\$ 1,068,843	\$ (267,317)	-20%	Low Spending
Capital Outlay	\$ 106,000	\$ 10,162	\$ (95,838)	-90%	Low spending
Total	3,960,560	\$ 3,120,772	\$ (839,788)	-21%	

Library Materials Budget and Spending Through May 2024

Periodicals	\$ 10,000.00	\$ 15,532.98	\$ 5,532.98	55%
Adult Fiction	\$ 40,000.00	\$ 38,450.07	\$ (1,549.93)	-4%
Adult NF	\$ 34,000.00	\$ 33,906.96	\$ (93.04)	0%
Teen	\$ 6,000.00	\$ 7,546.69	\$ 1,546.69	26%
Childrens	\$ 60,000.00	\$ 56,375.92	\$ (3,624.08)	-6%
Non-Print Materials	\$ 40,000.00	\$ 28,058.70	\$ (11,941.30)	-30%
Digital Materials	\$ 110,000.00	\$ 99,315.87	\$ (10,684.13)	-10%
Materials Total	\$ 300,000.00	\$ 279,187.19	\$ (20,812.81)	-7%

Library Programs Budget and Spending Through May 2024

Adult Programs	\$ 12,000.00	\$ 13,444.76	\$ 1,444.76	12%
Teen Programs	\$ 3,000.00	\$ 1,498.57	\$ (1,501.43)	-50%
Children Programs	\$ 10,000.00	\$ 4,457.90	\$ (5,542.10)	-55%
Branch Programs	\$ 17,000.00	\$ 9,299.78	\$ (7,700.22)	-45%
Program Supplies	\$ 15,000.00	\$ 18,888.38	\$ 3,888.38	26%
Programs Total	\$ 57,000.00	\$ 47,589.39	\$ (9,410.61)	-17%

Library Data Dashboard

(05/01/2024 through 05/31/2024)

May 2024	Bay City	Bookmobile	Garibaldi	Manzanita	Pacific City	Rockaway	Tillamook	Total
General Library Statistics								
Patron Visits (Door Counts)	224	977	429	2513	724	523	5814	11204
New Library Cards	4	3	2	15	15	7	54	100
Wireless Sessions	77	0	47	160	182	58	685	1209
General Reference Assistance	19	31	93	334	123	126	233	959
Library Circulation								
Checkouts	273	1519	423	1922	1255	586	6303	12281
Renewals								6595
Total Materials Circulated								18876
Electronic Circulation								6214
Total Circulation								25090
Database Usage								2975
Holds	124	689	251	907	412	382	1477	4242
ILL Circulation								
ILL Loaned								283
ILL Borrowed								52
Volunteer Records								
Number of Volunteers	0	0	1	2	0	1	2	6
Volunteer Hours	0	0	3	3	0	1	19	26
Community Space Usage								
Community Use of Meeting Rooms				1			37	38
Community Use of Study Rooms							85	85
Book A Librarian								
Book Recommendations							0	0
Notary Appointments				0	0		16	16
Tech Help Appointments				1	5		0	6
Programming								
Total Adult Services - Total Number of Programs	1	0	5	6	0	0	3	15
Total Adult Services - Total Program Attendance	0	0	9	36	0	0	26	71
Teen Services - Total Number of Programs	0	0	0	0	1	0	7	8
Teen Services - Total Attendance	0	0	0	0	2	0	30	32
Children's Services - Total Number of Programs	2	55	14	1	0	2	23	97
Children's Services - Total Attendance	8	639	52	5	0	9	102	815
Self-Directed Activities	0	0	3	2	0	0	0	5
Self-Directed Activities Participants	0	0	15	35	0	0	0	50

May 2024 Year Over Year Change			
Count Type	May 2024	May 2023	Change
General Library Statistics			
Patron Visits (Door Counts)	11204	12657	-11%
New Library Cards	100	109	-8%
Wireless Sessions	1209	1123	8%
General Reference Assistance	959	1853	-48%
Library Circulation			
Checkouts	12281	11848	4%
Renewals	6595	6885	-4%
Total Materials Circulated	18876	18733	1%
Electronic Circulation	6214	5760	8%
Total Circulation	25090	24493	2%
Database Usage	2975	3100	-4%
Holds	4242	7826	-46%
ILL Circulation			
ILL Loaned	283	233	21%
ILL Borrowed	52	48	8%
Volunteer Records			
Number of Volunteers	6	1	500%
Volunteer Hours	26	4	550%
Community Space Usage			
Community Use of Meeting Rooms	38	57	-33%
Community Use of Study Rooms	85	97	-12%
Programming			
Total Adult Services - Total Programs	15	17	-12%
Total Adult Services - Total Attendance	71	127	-44%
Teen Services - Total Programs	8	2	300%
Teen Services - Total Attendance	32	12	167%
Children's Services - Total Programs	97	23	322%
Children's Services - Total Attendance	815	807	1%

Electronic Materials Detailed Report		
		Year over
Electronic Checkouts	May 2024 Total	Year Change
Flipster	42	-45%
Kanopy	1182	59%
OverDrive	1909	35%
Hoopla	3123	18%
Total Electronic Checkouts	6256	30%
		Year over
Database Usage	May 2024 Total	Year Change
A to Z World Foods	2	n/a
Chilton's	14	180%
Consumer Reports Online	5	-38%
Gale Virtual Ref	54	440%
Mango	38	138%
Novelist	10	-47%
Novelist Select	1148	3%
Proquest (Heritage Quest)	0	-100%
Valueline	1704	-14%
Total Database Usage	2975	-16%

Director's Report



Tillamook County
Library Board
May 2024



Library Operations

The library is conducting recruitments for a new Custodian and Library Assistant 3 – Bookmobile. The library hopes to have the positions filled by July 16th.

The library went through an upgrade of the Sierra system led by Will Barlow and Danielle Meininger.

The library budget is scheduled for adoption along with the rest of Tillamook County's budget on June 26th.

The initial work on the library park stage is complete adding platform steps to the front of the stage and a sidewalk connection for the ADA ramp. This fall the remainder of the project will be completed with the remaining pavers and the labyrinth walk being installed.



The library is working on developing a contract with Tremco to address repair and maintenance issues with the roof, gutters, and siding at Tillamook Main. We hope this work will start this summer.

I convened a new library stats workgroup to help work through current data issues and develop a data and statistics guide that will support that work.

Library Programs and Outreach

Summer Reading began on June 10th. The library had over 200 kids sign-up in the first week. Our efforts in the first few weeks will be to get as many kids signed up as possible. We have a teen and adult program that are running alongside that.

The library held a staff in service meeting on the morning of June 6th. The meeting was primarily focused on staff readiness for summer reading. The next in-service meeting will be held in the fall and will focus on preparation for the Koha integrated library system migration.

The library has rebranded the “Community Conversations” program as “Let’s Talk About…” to distinguish it from similarly named programs in the area. The library will aim to have 4 of these programs in the coming year. The focus of this program is to create space for in-person conversation about critical community issues that allows people to listen to each other’s perspectives. It is based on a partnership with the non-profit Crossing Party Lines.

The library has created a new gallery space in one of the magazine alcoves. This gallery space will be used to feature exhibits and library materials. In June and July, the space is focused on health literacy as part of a partnership with Tillamook County Health Department. In August, the space will have Oregon’s Dino-Story, an exhibit curated by the Museum of Natural and Cultural History at the University of Oregon.



I will be attending the ALA annual conference at the end of this week. I will continue my time on the Core Division Board of Directors as the Chair of the Budget and Finance Committee.

The library is partnering with TAPA to host a reading of the Declaration of Independence in the Maxwell Library Park on July 4th. A group of community members will take turns reading from the declaration to celebrate the holiday.

Also on the 4th of July, the library will take part in the Rockaway Beach and Manzanita parades. The Manzanita parade will include a group of walkers for the library. Board members are invited to join the group walking in that parade to celebrate the 4th of July and library services. The library will be present for the Clover's Day Parade in Cloverdale on July 6th and at the Dory Parade on July 20th.

Summer in the Park

on the Maxwell Park Library Stage

Music

Fridays at noon

Jul 5 - Patrice Webb (Folk & Country)

Jul 12 - Kahayla Rapolla (Classical)

Jul 19 - John Bunzow (Acoustic Roots)

Jul 26 - Corey Murphy (Irish Folk)

Aug 2 - Debra Giannini (Acoustic Guitar)

Aug 9 - Eel Sallad (Blues & Grunge/Rock)

Aug 16 - Jeremy Beagle (Folk Rock)

Aug 23 - Rockin' Man (Rock)

Aug 30 - Phoenix (Folk Pop)



Original Practice Shakespeare Festival

Fri, Aug 30, 7pm - *A Comedie of Errors*

Sat, Aug 31, 3pm - *Romeo and Juliet*

Insert with Summer Reading Schedules included!



June/July/August Events at Your Library

All Tillamook County Library branches will be **CLOSED**

Wednesday, June 19th & Thursday, July 4th.



1716 Third St, Tillamook 503-842-4792 tillabook.org



All library events are free unless otherwise noted.

Questions? Ask a librarian. We're here to help.

KIDS

STORYTIMES

Tillamook Main
 Tue (10am) - Toddlers
 Wed (10am) - Preschoolers
 Fri (10am) - Babies
 Sat (10am) - Families

Garibaldi
 Fri (11am) - Families

Pacific City
 Second & Fourth
 Wednesdays(3:30pm)
 Families

CRAFTERNOONS!
 Second & Fourth THURSDAYS of each month
 AT THE BAY CITY LIBRARY
 Join us from 3:00-5:00pm for FUN AND CRAFTS!

CHILDREN'S HOUR
Manzanita
 Thu, Jun 6 (3pm)
 Thu, Jul 11 (3pm)
 Thu, Aug TBD (3pm)

LEGO CHALLENGE
Rockaway Beach
 Sat, Jun 22 (2pm)
 Sat, Jul 13 (2pm)
 Sat, Aug 24 (2pm)

NINJA STORYTIME
Rockaway Beach
 Sat, Jun 8 (2pm)
 Sat, Aug 10 (2pm)

Bay City
 Sat, Jun 8 (3pm)

TEENS

FRIDAY GAMING
 3pm at Tillamook Main
 June 14
SUPER MARIO PARTY
 (Nintendo Switch)

June 28
DRAGONBALL XENOVERSE
 (Xbox 360)

July 12
SONIC & SEGA ALL-STARS RACING
 (Nintendo Wii)

July 26
SUPER SMASH BROS. ULTIMATE
 (Nintendo Switch)

TEEN WRITING CLUB
 Share ideas! Get feedback!
 From 3:30-4:30pm every 2nd and 4th Wednesday of the month in the Auvil study room.
 Update: 02/2024

ADULTS

STRONG WOMEN
Tillamook Main
 Mon (9am)
 Thu (9am)

POETRY READING
 by Matthew Dickman
Tillamook Main
 Sat, Jun 22 (4pm)

HUSBANDRY
 matthew dickman
 POEMS

OPEN MIC POETRY AFTERNOON
 AT SOUTH TILLAMOOK COUNTY BRANCH LIBRARY
 PACIFIC CITY

THIRD TUESDAY OF THE MONTH
 5 PM - 6 PM

All ages are invited to come and listen or read a poem. Original and published works welcome.

COLORING HOUR
Pacific City
 Third Wednesday of the Month (5pm)

BOOK CLUB
Garibaldi
 Tue, Jun 18 (2pm)
 - *What the Dead Know*
 Tue, Jul 16 (2pm)
 - *Letters from Yellowstone*
 Tue, Aug 20 (2pm)
 - *American by Day*

ALL AGES

BAY CITY BRANCH LIBRARY
MAKER SATURDAYS

Do you have a new model or kit you'd like to work on?
 Do you like crafting, creating, or making?
 Are you looking for a place to get away for a while to work on a project?

THIS IS FOR YOU!

We will have a limited amount of supplies on hand for use or to borrow for the session.

MAKER SATURDAY
Bay City
 Sat, Jun 29 (2pm)
 Sat, Jul 20 (2pm)
 Sat, Aug 17 (2pm)

SUMMER READING
All Branches
 Jun 10 - Aug 3
 (see insert)

Read, Renew, Repeat

See you at the Tillamook County Fair Aug 7-10!



Teen Summer Reading

Schedule of Events

- Thu, Jun 13, 3:30pm - Anime**
Spirited Away
- Mon, Jun 17, 3pm - Drop In**
Melted Crayon Jewelry at Pacific City
- Tue, Jun 18, 3pm - Drop In**
Melted Crayon Jewelry
- Thu, Jun 20, 3:30pm - Anime**
A Place Further Than the Universe
- Thu, Jun 27, 3:30pm - Anime**
Girl From the Other Side
- Tue, Jul 2, 3pm - Drop In**
Makeup Watercolors
- Fri, Jul 5, 3pm - Drop In**
Makeup Watercolors at Pacific City
- Tue, Jul 9, 3pm - Game Design**
- Thu, Jul 11, 3:30pm - Anime**
Dr. Stone
- Tue, Jul 16, 3pm - Drop In**
T-Shirt Pillows
- Thu, Jul 18, 3:30pm - Anime**
Gurren Lagann
- Fri, Jul 19, 3pm - Drop In**
T-Shirt Pillows at Pacific City
- Tue/Wed, Jul 23/24, 4pm - Anime Your Way**
- Thu, Jul 25, 3:30pm - Anime**
Frieren
- Tue, Jul 30, 3pm - Drop In**
Recycled Paper Making
- Thu, Aug 1, 3:30pm - Anime**
The Girl Who Leapt Through Time
- Fri, Aug 2, 3pm - Drop In**
Recycled Paper Making at Pacific City

Adult Summer Reading



HERE'S HOW IT WORKS:

Read five(5) books to earn a tote bag, bookmark and an entry into the grand prize drawing for one(1) of seven(7), \$100 Fred Meyer gift cards.

Earn more entries by reading more books.

Earn an extra entry for every additional book you read (limit five(5) additional entries).

Drawing to be held August 6.



SUMMER READING

at



June 10 - August 3

Sign up for summer reading at tillabook.beanstack.org or contact a branch near you.

Children's Summer Reading Program at Tillamook Main Branch Library

READ, RENEW, REPEAT

SCHEDULE OF EVENTS

Wed, Jun 12, 12pm - MOVIE: Hoot

Thu, Jun 13, 2pm - Spencer Sprocket

Thu, Jun 20, 2pm - Alex Zerbe

Wed, Jun 26, 12pm - MOVIE: The Lorax

Thu, Jun 27, 2pm - Heart of CARTM

Wed, Jul 3, 12pm - MOVIE: Ice Age

Wed, Jul 3, 2pm - Vikki Gasko Green

Wed, Jul 10, 12pm - MOVIE: Wall-E

Thu, Jul 11, 2pm - Angel Ocasio

Wed, Jul 17, 12pm - MOVIE: Over the Hedge

Thu, Jul 18, 2pm - Border Collie International

Wed, Jul 24, 12pm - MOVIE: Luca

Thu, Jul 25, 2pm - Heart of CARTM

Wed, Jul 31, 12pm - MOVIE: Rio

Thu, Aug 1, 2pm - Huitzilopochtli (Aztec Dance)

Wed, Aug 7, 12pm - MOVIE: Madagascar

Wed, Aug 14, 12pm - MOVIE: Dr. Dolittle

Sat, Aug 17, 12pm - Mo Phillips (End of SRP Party - Invitation Only)

Wed, Aug 21, 12pm - MOVIE: Mavka

Wed, Aug 28, 12pm - MOVIE: Chicken Run



Sign-up and get your Summer Reading kit beginning June 12!

For Wednesday Movies: Seating is on the floor. Bring your favorite pillow and get comfy.

Complete your Summer Reading Bingo sheet by August 5, to earn an invitation to the End of Summer Reading Party!

1716 Third Street, Tillamook 503-842-4792 tillabook.org



Look Who's Coming to a Branch Near You!

SCHEDULE OF EVENTS

Thu, Jun 13, 10:30am - ROCKAWAY - Spencer Sprocket

Sat, Jun 15, 11am - PACIFIC CITY - Sean Gaskell

Thu, Jun 20, 10:30am - PACIFIC CITY - Alex Zerbe

Fri, Jun 21, 10:30am - GARIBALDI - Alex Zerbe

Fri, Jul 12, 10:30am - MANZANITA - Angel Ocasio

Fri, Jul 12, 1pm - GARIBALDI - Angel Ocasio

Sat, Jul 13, 11am - BAY CITY - Kazuyo Ito/enTaiko

Thu, Jul 18, 10:30am - ROCKAWAY - Border Collie International

Fri, Jul 19, 10:30am - PACIFIC CITY - Border Collie International

Tue, Jul 23, 10:30am - ROCKAWAY - Heather Pearl

Tue, Jul 23, 2pm - MANZANITA - Heather Pearl

Wed, Jul 24, 10:30am - MANZANITA - Dragon Theater

Wed, Jul 24, 2pm - BAY CITY - Dragon Theater

Sat, Jul 27, 12pm - GARIBALDI - Paradise of Samoa

Tue, Jul 30, 10:30am - PACIFIC CITY - Under the Sea

Tue, Jul 30, 2:30pm - BAY CITY - Under the Sea

Tue, Jul 30, 2:30pm - BAY CITY - Under the Sea



Now Serving

Grub Club FREE Summer Meals for Kids & Teens at Tillamook Main Library · Jun 10-Aug 30 · Mon-Fri · 11:45am-12:15pm