

Tillamook County Library Board Minutes
Thursday, February 22, 2024; 12:00 p.m.
Hybrid Meeting

Board Members Present:

Sayde Walker, Madeline Olson, Nan Devlin, Jennifer Byrne, Jon Orloff, Roamy Carver

Staff, Commissioner, and Others Present:

Angela Arena, Don Allgeier, Mary Faith Bell, Marisa Graham-Collier

Public Input:

There were no community members present at the opening of the meeting.

Call to Order:

The meeting was called to order by Sayde Walker at 12:01 p.m. on Thursday February 22, 2024.

Approval of January 2024 Minutes and Budget:

The periodicals budget will need to be increased next year, as previously discussed.

Spending in the Teen Books department is close to being at budget and a conversation has taken place with the teen librarian.

The Digital Materials budget has not been used as quickly as expected and will likely end the year within budget parameters.

Program supplies and office supplies have required some internal definitions with a continual discussion to ensure we are ordering under the correct codes.

January Budget and Spending Report:

Approval for spending and update unanimous.

Director's Report:

- The Systems Librarian position is active and currently has multiple applicants.
- The Programming Librarian with a Spanish proficiency requirement position should be posted within the next few weeks.
- Kayla Martin, Part-time Library Assistant 1, has taken a job with the Sheriff's office and we will be needing to replace her position.
- Jenn has been working on a PUD grant for ADA door accessibility in branch locations.
- We have been working with Tremco about evaluating needs for the roof and exterior of building at Main to address the leak in the bookstore, the gutters being inappropriate size, etc. as well as evaluate for other issues. They will be sending a proposal with potential costs in the next few weeks.

- We have been working toward offering more community engagement programming:
 - *Crossing Party Lines* – Jenn has started facilitator training to provide a space for having conversations around challenging issues with varied viewpoints. We are looking into utilizing volunteers to assist with this moving forward.
 - Skip the *Small Talk- Speed Friending* is coming. It is too cost prohibitive to hold this event regularly, though we hope to see how this one goes and evaluate working with their starter kit to be able to hold similar events led by library staff in the future is a viable option. Jenn will be participating in that as well.
- The AARP Tax-Aide program is in full swing: appointments are fully booked, and they are working off the waitlist now.
- Summer Reading Program prep is starting. The theme is “Read, Renew, Repeat”. The foundation is reaching out to local businesses for prize donations.
- The Library Foundation has bookstore gift certificates now.
- Don has been working with the county health department toward obtaining a grant from The Knight Cancer Institute for a health literacy program.

Data Dashboard

The patron visits count is inaccurate in the three branches that are using the battery-operated door counter (Manzanita, Tillamook Main, and Pacific City). The service is not monitored and there are many ways for the count to be thrown off so it may be valuable to find a more functional alternative.

Electronic materials usage continues to increase though it is staying within budget.

Foundation Update

Jon does not have anything to report from the Foundation, there was no meeting this month. Nan was able to inform that as of January 31st, 2024, the Library Foundation has been awarded \$75,000, from the Tourism Facilities Community Grant. This will be used to finish the development of the park: installing the final pavers, creating a step-down area on/off the front of the stage, finishing the connection between the backstage ramp and the sidewalk, as well as developing the labyrinth. We are changing vendors for the completion of the sidewalk, but it should be completed by July 1, 2024.

Commissioners Report:

MFB is thrilled commissioners were able to approve the tourism facilities grant for the Library Foundation. She feels it is a good use of the TLT funds.

The commissioners have begun the budgeting process for the county. It looks as though the library budget is in fine shape due to good stewardship and the supportive levy.

Strategic Plan Dashboard

We reviewed a sample from last month's meeting. We are still working on cleaning up the data to have this in a good place. Our largest barrier right now is the historic inconsistency with statistics reporting so we have been spending a good amount of time trying to get consistent and accurate numbers for current and historical reporting.

Board Officers

Don and Sayde have reached out to see if there is an interest from any board members to take over the position of vice chair. At this time, it has been determined that Tim Josi will continue to serve as vice chair, though Sayde asks members to consider stepping into the vice chair role with potential to take over the chair role when she vacates.

New Business

Budget Proposal Review: Don reviewed staff budget proposals for the coming fiscal year:

- The courier van has been having regular issues this year: we were required to rent a U-haul which is both expensive, potentially unreliable, and it was a high target for theft and vandalism. Don proposes we get a replacement van while using the current courier van as a backup for when the primary van needs maintenance. In looking at a replacement, there are considerations for how to purchase a more user-friendly vehicle for our usage needs.
- More shelves are needed for Manzanita: Courtney went to branches for a visit and there is an opportunity for more shelving on the end caps at Manzanita to meet demand. Madeline suggests that the Manzanita friends' group might participate in funding these additions.
- Comics Plus Database: we are exploring a new database that would provide an online comic collection that includes three different portals (kids, teens, and adults) with 26,000+ titles. The cost is \$1800 for one year and would allow us to provide access to collections that we currently are not purchasing primarily due to the required space to house them.
- The New York Public Library has developed a new link with a miniature service of all NYT offerings that is more affordable and gives access to The Learning Network, K-12 classroom resources, and can be set up for on-site and/or at home access.
- World Book Online Subscription: this database would provide access to encyclopedia books without having to house an entire encyclopedia collection.
- CultureGrams Database: we are exploring adding CultureGrams to our database offerings to provide reliable and cultural information to supplement our non-fiction Country specific books, which are hard to keep up to date dispersed where they are needed. This database allows for people to individually connect to that resource while reducing our need to buy the physical materials that go out of date quickly.

Don asks the board for priorities: Madeline says among database items World Book online would be a first priority with either Comics Plus or CultureGrams holding the same secondary priority. She says that the NYT database could be important, but she would like a better understanding of demand.

Jon feels it would be helpful to know the relative data usages compared to cost though with them being new options, we have no usage data, so we would need to commit to an annual subscription for evaluation.

Nan states all requests seem valuable, especially the replacement of the van.

Sayde states this all feels valuable, so therefore it is hard to prioritize. The Comics Plus seems potentially the least important, however she has a child who will only read through graphic novels at the moment and therefore it would be a very useful in her household as well as others.

Don is concerned about the ease of navigation from kids to adult comics in the Comics Plus database, as that could be an issue if there is not a clear enough separation.

Don will move forward with getting costs and will report back in the coming week in preparation for the budget proposals for 2024-2025.

The meeting was adjourned at 1:04 p.m.