

Tillamook County Library Board Minutes
January 20, 2022; 12:00 p.m.
Virtual Meeting

Board Members Present:

Betsy Chase, Sayde Walker, Tim Josi, Jon Orloff, Teresa Rivenes, Madeline Olson, Jennifer Byrne

Staff and Others Present:

Geri Godber, Mary Faith Bell, Kristi Hanson, Lissa Glidewell (except from 1:00 – 1:30 p.m.), Penny Hummel from 12:00 p.m. to approximately 1:00 p.m.

Call to Order:

The meeting was called to order by Betsy Chase at 12:02 PM. Betsy asked the other Board members about moving Penny Hummel to the top of the agenda. The members gave their approval. These minutes follow the original agenda's order.

Approval of December 2021 Minutes and Budget:

Sayde Walker moved the minutes from the December 16, 2021, meeting of the Tillamook County Library Advisory Board be approved. Tim Josi seconded. All were in favor; the motion passed.

Jon Orloff moved the budget and financial reports for December 2021 be approved as presented. Jennifer Byrne seconded. All were in favor and the motion passed.

Director's Report:

Director Godber is covering shifts in various locations or departments due to a shortage of staff in the library. The stats for December 2021 should be completed in the next week and shared with the Board then. Jennifer Byrne and Betsy Chase asked library staff about the upcoming knitting program and the annual distribution of seeds. Library Branch Manager Kristi Hanson provided the Board with an update on both. Seeds available are down significantly from previous years (18,000 this year vs. 50,000 in 2021). Due to that, seeds will not be distributed to branches. Efforts are underway to let branch patrons know all seeds must be picked up at Main this year.

Tax Levy and Strategic Planning:

Strategic Framework Update

Library Consultant Penny Hummel submitted the Strategic Framework document to the Oregon Secretary of State for review. Several edits were made mainly to the last page over concern about how levy information was stated. As a result, key metrics from the annual survey replaced the levy information. The Board reviewed the updated document and approved it for printing. Director Godber will move printing and distribution forward.

Other items from Penny Hummel:

- The ballot language has been approved by the County Commissioners and paperwork has been filed with the County Clerk.
- Penny Hummel is working with the Communications Committee on FAQs about the library and the election.
- There was discussion about the Board's role with the levy. Penny Hummel will investigate and report back to the Board.
- Sayde Walker asked what the Board should do if they get community questions and don't know how to answer them. Board members should refer the person to Director Godber or provide their individual/group contact information to the director so she can follow up.

DEI Update:

- Sayde Walker facilitated an update on the DEI Action Items document included in the meeting packet.

The action items were developed in August 2020, early in the pandemic and not yet updated to reflect the existing situation when events and programs cannot be held.

- Director Godber provided updates on the action items for which staff are responsible.

- In the Spring, the Board began a book club that was later paused during study regarding the tax rate for the next Library levy. If Board members are interested in going back to a Book Club, Sayde suggested a different book of broader interest be selected.
- Jennifer Byrne suggested reading and discussion of journal articles. Jon Orloff suggested opinion pieces to help understand opposing opinions in the world around us. A key take-away from previous DEI training is to start in your own backyard.
- The Board agreed to read and discuss “A Brief History of Fear and Intolerance in Tillamook County” before the February 2022 meeting. A brief discussion will be on the February 2022 Board agenda. Sayde reported that TBCC is also reading this book and is planning to host the author. There may be opportunities for the Library Board to participate.

New Business Items:

Annual TCL Library Advisory Board Bylaw Review

Prior to the meeting edits suggested by Board members were sent out to the group. The Board began to discuss them in-depth. The following action items will take place:

- Director Godber will investigate if Board meetings must be recorded. If so, they will be put on the Library Drive for staff to access. If they must be recorded, do the recordings need to be on the website? Director Godber will report back.
- It was decided to move Public Input to the top of the monthly agenda, beginning with the February 2022 meeting.
- The Board will continue to use a Nominating Committee when needed.
- The existing bylaws drew heavily from the County Commissioners’ meeting rules. They do not always fit the functionality of the Library Advisory Board. It was suggested a committee revise the By-Laws to be more library-specific and present those at a later meeting. Director Godber will research by-laws for other library boards and the committee will consider whether new by-laws are warranted instead of significant changes to the current document.

Jon Orloff moved formation of a Bylaw Committee composed of Betsy Chase, Jennifer Byrne, and Geri Godber. Sayde Walker seconded the motion. All were in favor. The motion passed.

Election of Officers

Tim Josi nominated Sayde Walker for the position of Library Advisory Board Chair. Sayde accepted the nomination. Board members were all in favor of Sayde Walker serving as chair for 2022. Sayde abstained from voting.

Sayde Walker nominated Tim Josi to be the Vice-Chair for the Library Advisory Board. Tim accepted the nomination. Board members were all in favor of Tim Josi serving as vice-chair for 2022. Tim abstained from voting.

Betsy Chase commented that she will continue to offer support and was glad discussions of a Board leadership succession plan over a year ago was taking shape through Sayde’s election as Chair.

Annual Survey Presentation – Penny Hummel

This is the sixth year of the TCL Annual Survey. The same ‘outcome measures’ have been used all years. Library Consultant Penny Hummel presented key take-aways from the 2021 Annual TCL Survey:

- There were 395 responses to the survey.
- Website usage up to 13% from 5% from the previous year
- The question about frequency of library visits needs to be updated to clearly distinguish between physical library visits and virtual visits.
- Overall, survey results on outcome measures were consistent with previous years.
- There is a high level of satisfaction, and the library is seen as providing high value to the community.
- The comments were very helpfully organized into common themes.
- Penny summed things up as follows:
 - If you look at the outcome measure results, they validate that the Library is doing something right because community members resoundingly say TCL provides high value.
 - Compared to other libraries Penny has worked with, using similar measures, the numbers for TCL are high.

- People are fatigued with the pandemic and complaining where they can; e.g. dislike of masks appeared multiple times in survey comments.

Election Information Presentation:

Director Godber has created a presentation for community groups. Betsy Chase encouraged Board members to attend presentations with the Director as their schedules allow. In addition to showing visible support, listening to public questions and comments can inform Board decisions. Penny Hummel will put together a training for the Board on what they can and cannot say or do as appointed officials under Oregon statute between now and the May election.

Other Business:

Tillamook County Library Foundation Update: Ruth Lafrance

Ruth was not able to attend the meeting, but she sent a written report distributed to the Board members.

- There was a flurry of donations at the end of 2021; \$3800 was deposited in the endowment fund that now totals over \$300,000.
- The contractor for Maxwell Library Park has submitted plans for the stage and engineering. Permits will follow. According to their By-Laws, the Foundation Board has a vacant seat to be filled by a current member of the Library Board. Jon Orloff volunteered to serve on the Foundation Board as a liaison. Director Godber will send Foundation information to Jon.

Commissioner's Update: Commissioner Bell

- Tillamook County is hitting the peak of the COVID-19 Omicron surge.
- Tillamook County Health Department is asking community members to reconsider in-person gatherings.
- Commissioner Bell asked the Board to consider whether or not the library should move back into Library Express. The Board asked to hear from Library Director Godber about the idea. She expressed her desire to remain at the current service level. The Board agreed.
- It was confirmed that Commissioner Bell is the Commissioners' library liaison for 2022.

Public Input: None

Adjournment: The meeting adjourned at 2:27 p.m.

Completed on January 22, 2022 by Geri Godber