

**Tillamook County Library Board Minutes**  
**Thursday, July 21, 2022; 12:00 p.m.**  
**Online Meeting**

**Board Members Present:**

Jon Orloff, Madeline Olson, Jennifer Byrne, Sayde Walker

**Staff and Others Present:**

Wendy Stout, Bill Landau, Don Allgeier, Mary Faith Bell

**Call to Order:**

The meeting was called to order by Sayde Walker at 12:01 p.m.  
Sayde welcomed Don Allgeier to his first official Library Advisory Board meeting.

**Public Input**

There were no public comments.

**Approval of June 2022 Minutes and Budget: 5 Minutes**

Madeline Olson moved to approve the minutes from the June 2022 meeting of the Tillamook County Library Advisory Board. Jon Orloff seconded. All were in favor; the motion carried.

Madeline Olson moved to approve the budget and financial reports as presented for the June 2022 meeting as presented. Jennifer Byrne seconded. All were in favor; the motion carried.

**Interim Director's Report: Bill Landau, Interim Director - 15 Minutes**

- Update on Branch Manager position – Don and Wendy selected four candidates to interview. Scheduled for next week.
- Jordan Wolfe, LA3 has resigned his position, effective July 8, 2022. Job is currently open for people to apply.
- We've had at least three COVID cases in staff members this month. Mary Faith sent me the latest from the state that recommends people wear masks in crowded indoor spaces as the virus is spreading rapidly again in Oregon. I shared this information with the staff.
- I have conducted Wendy Stout's onboarding as Main Library Manager and she is jumping right in and learning it all quickly.
- I have created Don Allgeier's onboarding documents and Mary Faith approved them. I have been meeting regularly with Don to go over the plan and answer his questions.
- I reported that we had a hiccup in reimbursing Michelle Gordon's travel expenses for the director interviews. I located the misplaced documents and got a check cut quickly at the courthouse and mailed the check to Michelle the same day.
- The library budget was officially approved by the BOCC in June.
- The Summer Reading Program is in full swing. The main library is featuring movies on Thursdays and take-home crafts. The branch libraries are offering a variety of weekly performers and attendance has been great.
- I have been sending out more library e-newsletters than normal to advertise the many events.
- Data reporting is getting back on track after we discovered some statistics in the past were not reported correctly.
- On July 7, 2022, when staff exited the building at the end of the day, they were accosted by Matthew Dorminy, a patron who has had many episodes of harassing staff with racists, homophobic comments. He had offensive posters on a board that he aggressively tried to get the staff to look at and was playing some sort of a message on his phone. With the ambush-type of personal attack on our staff, we decided to trespass him for one year. Wendy filled out the paperwork and delivered it to the police who would deliver the ban to him as soon as they could. Board members suggested we investigate ways we could

alert the Tillamook Family Counseling Center when we have contact with someone who has mental issues and could use some help. Wendy will look into it.

- The Library Policy Manual update. Don is reading through the version of the manual and the suggestions that Joel Stevens made. Don has much experience in such documents and would like to make a few changes. Once he is please with it, he will let Joel review it again, then bring it to the Library Advisory Board for approval. Mary Faith will look into whether the BOCC has to approve it or not.

**Director's Report:** Don started by saying thank you to Bill for kicking off his onboarding training. He reports that he is setting up one-on-one meetings with the Librarians, the other coastal Directors. He helped out on July 21 at the Library's booth at the Gariabldi Night Market and met a lot of people. Next week, he will be shadowing the service desks in our library so he could be available to help fill shifts. Don and Mary Faith will be meeting weekly as well. It was also mentioned that there is going to be an October 14<sup>th</sup> meeting of the Library Advisory Board, the Library Foundation, and the branch Friends Boards with the purpose of getting to know one another and possibly plan some projects together.

**Board Succession Planning** – Betsy was not at this meeting, but Mary Faith reported that she is going to be looking at some of the other excellent candidates from the last board recruitment rather than start from scratch in trying to find some suitable board members.

#### **Updates:**

##### **Tillamook County Library Foundation Update:** 5 minutes

No one present, but it was discussed that the stage is about to go up in the library park. Jon Orloff suggested that we hold outdoor Chautauqua programs on the stage, possibly next summer.

##### **Commissioner's Update:** 5 minutes

- Mary Faith mentioned that COVID cases are increasing and suggested that we recommend the wearing of masks while indoors in crowded spaces.
- Mary Faith thanked Interim Director Bill Landau for helping out during the last several months.
- She also mentioned that while it was understandable that because of staffing issues, we only participated in one parade this year, but she has heard from the community that our presence was missed at the other town parades. She would like to encourage us to strongly consider entering parades next year.
- The Library will be at the Tillamook County Fair this year in our normal spot with the bookmobile.

##### **Future Meeting:**

The August 18, 2022 meeting will be a hybrid meeting, with some of us meeting in person, but with an online option to join in.

**Adjournment:** Sayde Walker adjourned the meeting at 12:55 p.m.

**Minutes Completed by Bill Landau**