

**Tillamook County Library Board Meeting (Virtual): May 20, 2021**

**Board Members Present:** Betsy Chase (Y), Tim Josi (Y), Neal Lemery (Y), Madeline Olson (Y), Jon Orloff (Y), Teresa Rivenes (Y), Sayde Walker (N)

**Commissioners Present:** Mary Faith Bell (Y), Shawn Blanchard (Y), David Yamamoto (Y), Erin Skaar (Y)

**Library Staff Present:** Geri Godber (Y), Sarah Beeler (Y), Emily Davidson (Y)

**Guests Present:** Carson Block, Ruth LaFrance, Shawn Blanchard, County Treasurer

**Call to Order:** The meeting was called to order at 12:00pm.

**Items Discussed:**

- **Technology Assessment with Carson Block**
  - Carson Block of Carson Block Consulting presented the Technology Assessment that he conducted for the Library. He detailed the Assessment process that began in March 2020 and how it ultimately reached completion during the pandemic and the transition from former Director Sara Charlton to new director Geri Godber.
  - The assessments' Guiding Framework: Stability for Patrons (a Library Hierarchy of Technology Needs) focuses on patron centered technology tools to meet their needs.
  - First, Block touched on the initial actions the Library needs to take. These included stronger communication with Oceanbooks consortium members, connecting Oceanbooks with County IS, and having County IS support the library at all layers.
  - Block's recommendations were divided into two phases:
    - Immediate needs.
      - These include review of the Library's obligations as leader of the Oceanbooks network; creation of a Memorandum of Understanding with the County that defines roles, responsibilities, and gaps regarding tech support; and involvement with Tillamook County partners striving to expand broadband/technology to county residents.
    - Strategic technology plan to be designed in 2021.
      - This involves 3 perspectives: services to patrons, the Library as consortium leader, and the Library as partner to the County.
  - There were several comments regarding the Assessment.
    - Shawn Blanchard stated there may be AFSCME concerns with cross-training and that fees associated with credit cards pose some financial issues that would need to be addressed.
    - David Yamamoto expressed on-going concerns regarding county IS security, referring to last year's breach as an example. In addition, he questioned whether the IGA for the Oceanbooks consortium had been reviewed by the Commissioners when initiated 10 years ago and stated that he would expect any future changes, as well as any future MOUs created, to be reviewed by the County in addition to the Library Board.

- Neal Lemery made a motion to accept the report and Jon Orloff seconded. Report accepted.
- **Approval of April's meeting minutes**
  - An adjusted version of last month's minutes was sent out by Sarah Beeler. Some formatting changes were made.
  - Neal Lemery made a motion to approve the April 2021 meeting minutes. Tim Josi seconded. Minutes approved.
- **Approval of April's budget**
  - The budget for April presented to the Board included an expenditures breakdown.
  - Board Chair Betsy Chase inquired about the current programs spending.
    - Geri Godber answered that items purchased under "programs" are for Summer Reading and consist mainly of materials for crafts. Other items include binoculars and telescopes for a "Library of Things," run by Sarah Beeler.
  - Jon Orloff asked Geri Godber about when we will be open for programming, e.g. lectures.
    - Godber replied that we will stay at Library Express for the foreseeable future. The next stage will be opening furniture and extending computer time limits; gatherings in the community room have no timeline.
    - Commissioner Mary Faith Bell noted that much or re-opening depends on County-wide and state-wide vaccination rates.
  - Betsy Chase asked how the new IS support is being budgeted, to which Geri Godber replied that now an informal agreement exists between IS and the Library where the Library is not being charged for extra IS fees. Thus, there is no additional impact on the budget.
  - Jon Orloff made a motion to approve the budget. Teresa Rivenes seconded. Budget approved.
- **Director's Report**
  - In her written report to the Board, Geri Godber provided a list of actions taken during her first 90 days as Director of the Library.
  - Background of the new Branch Manager was shared. She will start on July 6<sup>th</sup>.
  - Betsy Chase asked for an elaboration on the possible work to help provide broadband for residents. Geri Godber said such a thing is not yet in the works but is an idea. For example, perhaps the Library could partner with the County to provide WiFi at a local beach or small town without a library using a Library-branded WiFi hotspot.
- **Strategic Plan**
  - Geri Godber shared graphs and statistics related to circulation and building traffic that were meant to be a part of the Board Packet. They were emailed to Board members.
- **Strategic Framework**
  - Geri Godber shared a first draft "bridge plan" she is proposing between the 2015-2020 Strategic Plan and a Strategic Plan that would span 2023 to 2028.
    - This proposal includes keeping the current mission, vision, and values. Godber has added seven objectives. These include post-pandemic; diversity, equity and inclusion; technology; levy; staff enhancement; outreach and community partnerships; and a new strategic plan for 2023-2028.

- Godber asked the Board if they were comfortable with this concept. John Orloff, Teresa Rivenes, and Madeline Olson said they were. Neal Lemery said he would like to see some ALA articles on the subject, and that he would prefer to wait until all Board members were present before making any decisions.
- Betsy Chase inquired about a previously proposed workshop to talk about the Strategic Plan and upcoming election. A tentative date of the afternoon of June 10<sup>th</sup> was set.
- **Foundation Update**
  - Construction on the park wall will begin on June 14<sup>th</sup>.
  - Ruth LaFrance reported that there will be an opening on the Foundation Board soon. They are looking for someone who can fill the role of Treasurer. The position can be filled by someone who lives anywhere in the county.
- **Diversity, Equity, and Inclusion**
  - Betsy Chase asked that Geri Godber lead with a “purpose” statement at the top of the new fine free policy and move ‘suspension of borrowing privileges’ to the end of the policy. The purpose will explain the rationale for becoming fine free with an emphasis on removing barriers and being fiscally responsible.
- **Commissioner’s Update**
  - None; Mary Faith Bell had to leave at 2:00pm.
- **Other Business**
  - None.
- **Public Input**
  - None.
- **Adjournment**
  - The meeting was adjourned at 2:01pm.

Sincerely and respectfully submitted,

Emily Davidson