

Tillamook County Library Board / January 16, 2020

Board Members Present: (y) Shiela Zerngast, (y) Chris Chiola, (y) Cheryl Hantke, (y) Neal Lemery, (y) Betsy Chase, (y) Sayde Walker; (y) Commissioner Mary Faith Bell

Staff Present: (y) Sara Charlton, (y) Sarah Beeler, (y) Bill Landau

Guests Present: Ruth LaFrance

Call to Order: The meeting was called to order by Betsy Chase at 12:08 pm.

Agenda change: Penny Hummel will present a summary report of the yearly survey at the February board meeting along with a comparison of annual reports covering the last four years. The draft of the 2018/2019 Annual Report to the Community will replace Penny's report on the agenda for the January 16, 2020, meeting.

Note of Thanks from Ruth LaFrance: Neal Lemery read a heartwarming note of thanks from Ruth LaFrance to the Tillamook County Library Board.

Minutes: Neal Lemery made a motion to approve the December minutes. Cheryl Hantke seconded. Minutes approved.

Budget: A switch on the back-up furnace boiler was replaced. Mary Faith Bell will help coordinate a meeting between IS and the Library to discuss the vacant Analyst Programmer position. Two IS positions are needed at the Library. The Library funds both positions. Saturday coverage for Sierra troubleshooting will need to be addressed.

Director's Report: Staff schedules for the 4th of July holiday were discussed. Monday - Friday staff will take Friday, July 3, 2020, off for their holiday. Tuesday – Saturday staff will work Friday, July 3, and take off the 4th of July. The union will be consulted to see if this arrangement is acceptable. Sara Charlton has been asked to go with a contingent of librarians to Washington, DC, for National Library Legislative Day. This will be her 12th year representing Tillamook County at the event. Sara passed around a map of a proposal to widen the corner of Third and Stillwell. A planting bed and possibly a parking space or two will be lost. No Library money will be needed for the project. The Library Assistant 3 position is vacant. It may take several months to fill. Jean Hansard, the woman who donated \$10,000 for new books, passed away December 21, 2019. The Library will have a booth at the Tillamook County Fair in August. Shiela Zerngast made a motion to approve the December budget. Chris Chiola seconded. Budget approved.

Strategic Plan: Community group presentation materials/handouts/spreadsheets were shared with the board. Presentations are opportunities for community conversations to obtain patron feedback about library service priorities. Presentations are educational/informational and do not involve campaigning. A presentation will be shared at the January 29th BOCC meeting, 10am. The presentation at the South Tillamook County Library Club was canceled due to weather and will be rescheduled. When the last presentation has been completed, Ruth Metz will facilitate summarizing the findings. Additional community groups in north and south Tillamook County are needed. Chris Chiola volunteered to be trained as a presenter. Mary Groves and Marc Johnson have agreed to become ambassadors to help observe, listen and record questions at the meetings. Patterns and themes are emerging.

Foundation Update: The fountain and perimeter wall will be going up soon. The TLT grant application for the Maxwell Library Park stage is due January 24, 2020. All eight park benches, \$1000 each, have been sold. Five of the benches have arrived and the three concrete benches will be arriving soon.

Trustee Development: A short video segment, *Succession Planning and New Board Member Orientation*, was viewed. The series will be available through September of 2020. As vacancies occur, diversity and skill sets/talents will be sought that complement the current board.

Board Vacancies: Board terms and vacancies were discussed. See attached proposal for Library Board term rotation schedule. Some flexibility will be needed as terms expire. If two great applicants apply for the same vacancy, one of the current board members may be asked to resign early or one of the board applicants may be asked to keep their name in the applicant pool for the next vacancy. Neal Lemery and Betsy Chase will serve as cochairs one more year. Chris Chiola and Sayde Walker will both serve as vice chairs.

Commissioner Update: Gary and Carla Albright have resigned from the Tillamook County Pioneer Museum. Jennifer Thiele has taken a position as Museum Director in Illinois. Lise Zimmerman also resigned.

Public input: none

Sincerely and respectfully submitted, Sarah Beeler