

## **Tillamook County Library Board Minutes – March 17, 2016**

**Board Members Present:** (y) Shiela Zerngast, (n) Betsy Chase, (n) Chris Chiola, (y) Bob Favret, (y) Cheryl Hantke, (y) Ruth LaFrance, (n) Jane Spence

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

**Guests Present:**

**Call to Order:** The meeting was called to order at 12:05 by Shiela Zerngast.

**Public Input:**

**Approval of the Minutes & Bills:** Bob Favret moved to accept the budget and minutes as submitted, Cheryl Hantke seconded, minutes approved.

**Director's Report:**

RFID gates will be installed soon. The gates will include a people counter. The self-checkout station will be located in the space currently occupied by the lobby display case.

There was a worker's compensation injury, a sprained ankle, resulting in light duty for one of our employees until the end of March.

The State of Oregon Law Library, Multnomah County Law Library and Washington County Law Library have combined efforts to provide law library training for staff on March 18<sup>th</sup>. We are the pilot training location. Shiela suggested creating a bookmark or flyer to promote the Tillamook County Law Library. Bill will include an article about it in the June newsletter.

Sara, Sarah and Bill will be at the Public Library Association conference the first week of April. The April Library Board meeting has been cancelled because staff will be attending the Oregon Library Association Conference, April 20-22, in Bend, OR. Sara has been appointed to the Public Library Association Legislative & Advocacy Committee. She is also planning to attend, at her own cost, National Library Day in Washington, DC. She will be representing rural library concerns.

Shiela brought up scheduling longer meetings occasionally to work on the Strategic Plan. It was determined that fall would be an appropriate time for a longer meeting, as the Futures Committee will have met (in May or June), the scorecard will be complete and the survey will be done. The current Team Management meetings, led by Betsy Chase, are covering a lot of details. Betsy Chase met with the team this week to work on the Strategic Plan Scorecard and survey outreach plan. The updated outreach plan was distributed and discussed. The survey release is planned for June and a press release will be available soon. Ruth asked if board members assigned to contact local groups/organizations about the survey will have flyers to hand out. Flyers will be completed and ready by May. Shiela will need the survey press release soon to include it in theater advertising.

Sara thanked the board for including funds to start a literacy program in the budget next year. Program materials are more cost effective than they used to be because materials are reproducible.

Shiela asked Sara to please inform the board when the budget will be presented so board members can show their support at the meeting.

Bill presented a summer reading program yard sign design, *A Library Superstar Lives Here*, with the Tillamook County Library logo. It was well received.

Shiela mentioned some Neah-Kah-Nie parents did not receive a summer reading packet for their child. Informational flyers will be sent home this year. Children will be able to pick up their summer reading packets at any library branch.

Storytime at the North Tillamook Library is being restructured for framework and consistency. Manzanita has a person interested in teaching computer classes for seniors. Sara is checking into it.

Board members may start attending library programs to greet and interact with the public. Sarah will email the board a list of upcoming programs. Jessica Darling is working on name tags for board members.

Cheryl mentioned the strategic planning process developed an esprit de corp between the board, foundation and friends groups. She suggested a fall gathering to cement the bonds of friendship and purpose. If the first stage of the park is ready, the fall gathering will be at the park. Making connections between the board, foundation and friends groups will be a topic at a future board meeting.

Sara thanked the board for the memorial flowers.

The May Library Board Meeting will include:

- Presentation by literacy expert Melissa Madenski
- Strategic plan and survey update by Penny Hummel
- The Scorecard for strategic plan may be presented at this meeting
- New volunteer format will be presented if Tillamook County is finished with their portion and we are able to move forward.

**Other Business:**

Shiela Zerngast adjourned the meeting at 11:56pm

Sincerely and respectfully submitted,

Jessica Darling