

## **Tillamook County Library Board Minutes – October 15, 2015**

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

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

**Guests Present:** Jill West

**Call to Order:** The meeting was called to order at 12:03 by Shiela Zerngast.

**Public Input:** Jill West introduced herself.

**Approval of the Minutes & Bills:** Bob Favret moved to approve the minutes, with one correction. Chris Chiola seconded the motion and the motion passed. After discussion, Chris Chiola moved to approve the bills and Betsy Chase seconded the motion. Motion passed.

**Director's Report:** Mark Futterman asked permission to use Tillamook County Library data analysis for a case study presentation on his Web site, [www.civictchnologies.com](http://www.civictchnologies.com). Sara Charlton passed out a sample case study. Chris Chiola made a motion to allow Mark Futterman to use Tillamook County Library data analysis for a case study presentation on his Web site. The motion was seconded by Bob Favret. Motion passed.

**Library Futures Committee:** The Library Futures Committee will meet on December 4, 2015, from 10:00 AM – 12:00 PM. Refreshments will be served at 9:30 AM. Penny Hummel will give a presentation on her state-wide library research. The Library Futures Committee will also make a report. Penny will be working with Portland State University to refine the survey tool. Penny Hummel will give a report on her work for the Oregon Community Foundation at the Tillamook County Library Board meeting in December

**Webinar for Businesses:** Mark Futterman will present a webinar on December 4, 2015, from 05:30 PM – 06:30 PM for area business owners. Refreshments will be served at 5:00 PM. Nick Hageman will be on site to facilitate the IT needs.

**RFID:** RFID training begins next week. The system should be in place by January. Sara Charlton will ask the company for sample policies. Signage will alert patrons about the new system. RFID will save staff time which will help us meet the goals identified by the Library Futures Committee.

**Programs:** The holiday programs are going very well. A program assessment document was passed around. Chris Chiola made the motion to approve the contents of the assessment as presented, seconded by Betsy Chase, motion passed.

Survey: Betsy Chase presented the Action Plan Scorecard used by Manzanita. The Board approved the format. Sarah Beeler and Bill Landau are working on a draft for the Main Library's use.

Manzanita: The Manzanita Library will be closed for approximately one month during January and February for repairs and improvements.

Pacific City: The 20<sup>th</sup> Anniversary celebration is scheduled for November 24, 2015.

Sara Charlton presented a review of the Library Futures Committee.

**Unfinished Business:**

The meeting was adjourned at 1 p.m.

Jessica Darling, recording