

Tillamook County Library Board Minutes – December 18, 2015

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

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

Guests Present: Mark Labhart, Mona Hamblen, Belinda Williams, Jill West, June Baumler, Robert Beal, Alice Richards

Call to Order: The meeting was called to order at 12:06 by Shiela Zerngast.

Public Input: Public comment was received from parents concerning allocation of resources to children's programs. They also asked what can the interested public do to enable more children's programming and support the existing program. The Board thanked the public for their comments.

Approval of the Minutes & Bills: Minutes were approved with two corrections. Bills were discussed and approved.

Director's Report:

The furnace is not functioning reliably. After numerous repairs, extensive research and discussion, Sara Charlton is moving forward on bids for replacement of the boiler system portion of the furnace. The other two thirds of the heating and cooling system are working well.

The carpet update is complete as projected, with one minor change order.

RFID Project: The main library tagging/encoding is going well. Now working on finishing the AV media. The Bookmobile, Pacific City, Bay City, and Manzanita tagging/encoding is done and Garibaldi should be done by the end of this week, leaving only Rockaway to complete. Lincoln City was delayed in their RFID contract, so the start date for self-checkout has been pushed back to March. The gates for the system are scheduled to be installed in late January. There will be self-checkout stations upstairs and downstairs at main.

If a patron leaves with an item that is not checked out, the gate will 'notify' and display the details of the item(s) not checked out. The self-checkout system will have the added advantage of being able to advertise our programs. The gates will be installed at main, and likely in Manzanita and Pacific City also.

The county coroner had a recent death in the county, where the only identification was our library card.

The Pacific City library anniversary went well. A thank you card was received from their library foundation board for the support and help provided.

Year of Wellness (YOW) is a national, year-long program that begins in January 2016. It is a county supported program. The YOW group has asked the library to be a distribution site for signs and posters, survey drop off and prize distribution, and provide a link to their site on our website. The board discussed how well this fits well into the portion of the strategic plan that is concerned with basic needs and how our varied locations make us an ideal partner. Cheryl Hantke made the motion to go forward with the partnership and meet the requests, seconded by Betsy Chase, all in favor. It was also recommended that YOW topics be included in our newsletter, added to the strategic plan scorecard, and that displays target the monthly themes when possible.

The Manzanita Branch will be closed for approximately six weeks in January for improvements and repairs. The Bookmobile has added a Saturday Manzanita stop during the closure. Wi-Fi will continue to be available. Library books need to be moved offsite to dry storage. Bill found that hiring a moving company (who will provide all boxing, moving, storage and then replacement on shelves after the renovation) is the most cost effective, efficient solution. Bill and Mona are working on a plan for the staff normally assigned to Manzanita during the renovation period.

The Pacific City Building Committee has asked Sara Charlton to be on their committee, citing her expertise and background. Betsy Chase made the motion to allow Sara to be on the committee, seconded by Ruth LaFrance, all in favor.

A past library item loss due to house fire, was overlooked for settlement by the presiding judge. It is too late to pursue further reimbursement.

Betsy Chase would like to see additional details added the circ report, such as use of wi-fi. Betsy and Sara will pursue it further at a team meeting.

Penny Hummel will present on the futures survey next month. She was kept away by flooding this month. Because of this delay, the newsletter will be published in February so that the survey information can be included. How to reach non-users, internet links through other county departments and other related ideas were discussed. The county has upped the allowable survey respondents to 1000 for this survey.

Jane Spence was unanimously reappointed by the Board of County Commissioners to serve another term.

Mark Labhart gave a road condition report, and brief overview of the recent courthouse threat. He noted that the recent flood event will probably result in some reimbursement from FEMA for costs incurred.

Unfinished Business: The fine structure discussion was postponed until the January meeting.

The meeting was adjourned at 13:08 p.m. by Shiela Zerngast.

Jessica Darling, recording