

Tillamook County Library Board Minutes – September 17, 2015

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

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

Guests Present: Jill West, patron to observe.

Call to Order: The meeting was called to order by Chris Chiola at 12:03pm.

Approval of the Minutes & Bills: Bob Favret moved to approve the minutes and bills as presented. Betsy Chase seconded the motion. The minutes and bills were approved.

The budget was not available for distribution. It should be available for the next meeting.

Director's Report:

The library will be closed Monday, September 28th through Saturday, October 3rd. Sara Charlton sent out the PR notice and will be doing PSA's at the radio station. The Bookmobile will be open at the Main Branch during the closure.

The carpet failure at Tillamook Main and the settlement from the carpet company were discussed. It was noted that the public may not understand that this is not a cosmetic carpet upgrade.

Smoking law update: Last year the smoking ban at the courthouse was extended to 30 feet from the building. The library site will be added to the courthouse ban next Wednesday.

The North Tillamook Library Friends will be working on their building in January and February. Grant funds were received from the Oregon Cultural Trust. The North Tillamook Library will be closed for approximately one month during renovation.

Strategic planning:

Bill passed around the draft for the new newsletter. It will be eight pages and completed by this Friday. 14,000 copies will be distributed in the September 29th issue of the Tillamook County Shopper. Several new Bookmobile stops have been added to the Bookmobile schedule. Bill is looking for a more visible stop in Cloverdale. The strategic plan was used to identify new locations for Bookmobile stops.

Bill was granted permission to include Tillamook County Library Board member names in the newsletter.

The newsletter will be published three times a year, in January, Summer and Fall.

Cheryl asked if we are keeping track of objectives accomplished that are listed in the strategic plan. Betsy felt the Project Management Team should talk about this at their next meeting. The discussion centered on an aim to note when objectives are being met as a way of recognizing success.

Bill reported on several branch programs.

Sarah Beeler reported on several Tillamook Main adult programs.

Mark Futterman, the data segmentation expert from CivicTechnologies, will be conducting a fall webinar for the local business community.

Sarah Beeler and Theresa Roberts gave a presentation to Nestucca School District employees on homework resources for their students. Each student received a packet filled with a pencil, packet of tissues, homework links and a library brochure. Bookstore volunteers stuffed approximately 3500 packets.

Sara Charlton reported on a meeting with Penny Hummel. They will be developing new media contacts. Notes from the meeting were handed out. The next meeting with the Library Futures Council will be in November.

Sara and Penny will work together to create a user friendly survey.

Penny suggested a brief evaluation form at end of each program to collect data. Patron testimonials need to be collected. Betsy Chase sent around a data sheet breaking down the per patron cost for programs. Sara Charlton is looking into a digital sign board to advertise programs and services, possibly to be located on the lot next door. The architect is working on a preliminary design for the park area and the next step will be a public meeting for input and feedback. There will be a fall meeting with the architect that will cover the Manzanita project, carpet installation and park design.

Sara Charlton will contact all members when a date is identified for the next Library Futures meeting.

The Oceanbooks Conference will skip a year and reconvene next fall.

The RFID system is targeted to begin around December 1st and will take about 3 months to complete.

Bill has a tentative October 31st costume party and music program with Benny and the Bay City Rockers.

Unfinished Business: none

The meeting was adjourned at 12:58 p.m.

Jessica Darling, recording