

Crook County Library Board of Trustees

September 10, 2009 Meeting Minutes

Meeting called to order at 6:40pm by Jim Carpenter

- Board members in attendance: Jim Carpenter, David Wise, Patti Norris, Lara Polen, and Martha Richitelli.
- Staff member in attendance: David Patterson
- Guests in attendance: Steve Bucknum (from the Friends of the Library)

August meeting minutes approved

- Motion to approve by Patti Norris
- Seconded by Martha Richitelli
- Approved unanimously

In the Director's report David Patterson reported that:

- Due to library phone/wiring issues, the scheduled catalog training was cancelled.
- Donation Report for August
 - Current balance \$10,016
 - Significant donations this year for "In Memorial"
 - Average monthly unsolicited donations = \$30.00
 - David will be speaking to the Kiwanis Club in September
 - Patti asked David to explore listing library donors (without amount) in library newsletter.
 - Jim expressed his concern that library donations not be viewed as a justification for budget reductions.
- Regarding the Liberty Catalog
 - The problem of nightly maintenance tasks deactivating after a server restart has been corrected.
 - Problems with collection reserves have not been corrected.
 - The Liberty Build 6.0 update (which should be installed before the next board meeting) should fix the bugs in the collection reserves.
 - Liberty Build 6.1 (which is expected to enter general testing in October) should correct the receipt printing issue.

The board reviewed a draft for a new public complaint policy.

- Patti Norris made changes to the first draft of the policy and presented these revisions to the board.
- The board made additional changes to that draft
- The board will review the draft policy in light of these changes and consider the policy at the next meeting.

Jim Carpenter shared the County Counsel's opinion regarding the Board of Trustees ability to conduct Executive Sessions.

- The board can hold an executive session for the purpose of hearing a complaint against a staff member in order to fulfill its right to advise the court regarding personnel issues.

The board reviewed the library's strategic plan for 2006 thru 2011 to determine what has been completed and what remains to be done.

- Items not yet completed:
 - Goal 1.a - Increase the annual collection budget to \$4 per capita within five years;
 - Goal 2.i - Consider hiring a contractual technician for computer repairs, upgrades, and troubleshooting;
 - Goal 3.a - Explore securing a viable site for library expansion;

- Goal 3.b - Explore options for expanding library services, including: kiosks, increased bookmobile service, branch libraries in outlying areas (Juniper Canyon, Powell Butte, Paulina), virtual branch;
- Goal 3.c - Establish a building reserve fund;
- Goal 3.d - Initiate dialog with Oregon foundations regarding long term plans for library expansion;
- Goal 4.e - Explore hiring a degreed children's librarian;
- Goal 5.d - Conduct patron surveys;
- Goal 6.a - a. Achieve a per capita annual spending level for the library equal to at least 80% of the state average;
- Goal 6.b - Create a Foundation;
- Goal 6.e - Explore district formation for purpose of informed decision-making;
- Goal 6.f - Maintain focus group by meeting annually.

The board wished farewell to Lara Polen – who has resigned her position – and thanked her for her 3 years of faithful service.

The meeting was adjourned at 8:30pm.