

Crook County Library Board of Trustees

February 12, 2009 Meeting Minutes

Meeting called to order at 6:30pm by Patti Norris

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

February meeting minutes approved

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

Jim Malloy – from the Beaver State Historic Gunmaker Guild – presented an offer to construct an authentic flintlock long rifle and donate it to the library.

- The long rifle would be made non-firing, without altering the intrinsic value of the long rifle.
- David noted that according to the county counsel's office, there are no legal or policy issues that would interfere with accepting the donation, as long as the long rifle is made not to fire.

****ACTION ITEM**** The board of trustees for the Crook County Library accept the generous offer from the Beaver State Historic Gunmaker's Guild to donate a reproduction "Bedford County" flintlock rifle to the Crook County Library as a gift.

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

David updated the board on the Integrated Library System, roll-out

- The preliminary data extract was uploaded to Softlink on January 22nd.
- Softlink delivered the Data Analysis document on February 2nd.
- Data Analysis responses were sent to Softlink on February 5th.
- Softlink is now converting our data based upon the Data Analysis document, when complete the data will be loaded onto a test server so we might evaluate the load and identify issues to be addressed prior to the "Go Live".
- After the library completes the system test phase, David will identify the "Go Live" date and the week the library will need to close for the final conversion and Inventory.
- Any materials returned in the book-drop during the closure will be check in with a return date of April 11.
- While it is anticipated the system will "Go Live" the 2nd week of April, that is not the end of the project. Expect an additional 6 months of records clean-up before the project is complete. The current Follett system will be maintained until the records clean-up will be complete.

David reported on Oregon State Ready to Read Grant and the Teen Summer Reading Program

- At their January meeting, the Friends of the Library committed \$2,000 to fund the 2009 Teen Summer Reading Program.
- The Ready to Read grant will fund the library's Wee-Read program and all Summer Reading Programs other than the Teen Program.

David reported on Budget cuts for the 2008 – 2009 budget

- The library has received a 4% cut (\$3,556) to our remaining 2008-2009 Material & Services budget. This cut was taken from the Office Supplies line (\$1,185) and the Book Repair line (\$2,371).
- There are no anticipated reductions in the Personnel Services budget for the remainder of 08-09.

David reported on changes to the library's web filters

- A library member questioned the criteria used by the library to filter the Internet.
- This question raised a policy issue for the library regarding the policy authority for filtering our Internet access.
- The library's Internet Use Policy states: "No Chat Rooms or Instant Messaging allowed on any computer... In accordance with current state and federal laws, specifically the Children's Internet Protection Act (CIPA), all library computers that connect to the Internet use a technology protection measure to filter and block access to images that are obscene, pornographic, or harmful to minors (age 16 and under).
- According to CIPA, "An Internet safety policy must include technology protection measures to block or filter Internet access to pictures that are: (a) are obscene, (b) child pornography, or (c) harmful to minors (for computers that are accessed by minors)."
- When David checked the library's filters, He determined that the library was filtering the following areas: Adult/Sexually Explicit, Proxies & Translators, Chat, Spyware, Gambling, Intolerance & Hate, Criminal Activity, Violence, Weapons, Illegal Drugs, Hacking, Personals & Dating.
- David has unblocked everything except those areas that are needed to protect the library's systems (Proxies & Translators, Spyware, and Hacking) and adhere to the library's policy and CIPA (Adult/Sexually Explicit, Chat, and Personals & Dating).
- Any additional blocks must be approved by the Trustees (as an amendment of the Internet Use Policy) prior to their implementation.

David provided a review of 2008 circulation statistics and 2009 – 2010 Collection development budget

- In 2008 the library's circulation increased by 12.5%.
- According to Treasurer's office (official guidance has not gone out) we will need to "freeze" the Material's & Services Budget at 2008-2009 levels. This will mean that the total Collection Development Budget cannot exceed \$80K (\$65,445 for Books, Audio, and Video in 08-09).

David described new computer classes offered by the library

- Due to high demand for basic computer classes (Bitmobile does not operate in the winter). David has begun offering basic computer classes in the library once a month (roping off the computer alcove).
- Neither the Bitmobile nor my classes are minimally adequate to support the computer training demand in the community.
- David is reviewing options for meeting this need.

Update on centralized print server proposal

- Due to the focus on county wide budget cuts, and the court's preoccupation with the budget, I don't think we are going to get the commitments we need from the court to proceed with this project. While I'm still committed to this project, I feel it would be best to wait for the opportune moment to take this to the court.

David updated the board on Teen Room grants:

Samuel Johnson grant. Amt. \$8,500

- We don't expect we will be receiving this grant. We have heard no response, and (due to a death in the Johnson family) we don't expect to hear from them in the near future.

Collins Foundation Amt. \$21,950

- Amount Awarded \$10,000.
- Unmet need \$11,950 (AV & Furnishings).

****ACTION ITEM****The Trustee's recommended the Friends of the Library consider providing the remaining \$12,000 to complete the fundraising for the Teen Room Project.

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

David updated the board on Chalkboard program--update

- September usage = 4
- October usage = 4
- November usage = 4
- December usage = 2
- January usage = 0

David updated the board on the Broughton Room Re-do timeline

- Due to 08-09 budget cuts, the maintenance budget for repairs/remodeling was cut in half. Greg will be holding onto that money until June (in case of emergencies). If there is money left at that time, the Broughton room will be done.

The meeting was adjourned at 8:50pm.