

Crook County Library Board of Trustees

July 09, 2009 Meeting Minutes

Meeting called to order at 6:30pm 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),

June meeting minutes approved with minor corrections

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

David Patterson provided a progress report on the library's Integrated Library System

- The Liberty issues that have been corrected are:
 - System slowdowns and restarts
 - Functional problems with title searching
 - Functional problems with renewals
 - Current loan titles display in OPAC Borrowers display.
 - Advanced Search Lookup Function
 - Access to Series Title Indexes
- The Liberty issues still being addressed are:
 - Functional problems with reserves (still being diagnosed by the design team).
 - Receipt Printing (in Alpha testing, rollout anticipated for September)
- Network issue impacting access to Liberty
 - AccTech is setting up a network monitoring utility to try to diagnose the network communication issue.
 - Crestview Cable is planning on expanding our 4Mb connection to 8Mb and is working with AccTech to determine why we are experiencing a 2Mb ceiling on our outgoing traffic.
- Conversion issues continuing to be addressed from the Follett conversion are:
 - All patron barcodes need to be updated in Liberty
 - All T-type item barcode need to be rescanned into Liberty to function properly (completed through T0008*)
- Catalog records issues to be addressed:
 - Catalog records lack standardized author authority control
 - Catalog records lack standardized subject authority control
 - Catalog serial record lack standardized structural components

David Patterson provided an update on the board's recommendations for staff training

- Have Margo Ashcraft and Neva Caudle place how-to sheets at each circulation station for most basic Liberty circulation procedures
 - How-to sheets in place at counter
- Have Faith Duncan mentor staff members who are experiencing the greatest difficulty utilizing Liberty's circulation system
 - Faith is mentoring several staff members.
- Have David complete a staff meeting before the next Trustee meeting to address staff concerns related to Liberty usage
 - Staff training meeting completed in June another will be completed before the end of July.

David Patterson provided an update on the Teen Room project Teen Room

- Final shelving for "graphic novel wall" completed
- Grand Opening tentatively scheduled for August 6th

David Patterson provided an update on library staffing changes

- The open part-time position, previously reported to the board, has been filled by Pam Rhoden. She will be working ½ time with the Library and ½ time with Planning.
- Oregon Emergency Jobs Program positions will not be filled at this time due to the legislature not approving the program.

Steve Bucknum provided an update to the board on Friends of the Library activities.

- 4th of July Booksale: the Friends made approximately \$1,200, plus renewed and extended many memberships.
- Due to the 4th of July Booksale, the Friends will not have nether a 3rd Saturday Booksale in July or a July board meeting.
- The next Friends board meeting will take place in August where they be preparing for the Joint Friends/Trustees meeting in September.

The meeting was adjourned at 7:25pm to enter an Executive Session pursuant to ORS 192.660(2)(b) pursuant to ORS 192.660(2)(b) to consider complaints or charges brought against a public employee.