

Crook County Library Board of Trustees

January 8, 2009 Meeting Minutes

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

- Board members in attendance: Patti Norris, Lara Polen, Martha Richitelli, and David Wise.
- Staff member in attendance: David Patterson, Cindy York, and Faith Duncan
- Guests in attendance: Steve Bucknum (from the Friends of the Library), and Rachel Wenten-Chaney

November meeting minutes approved

- Motion to approve by Martha Richitelli
- Seconded by Lara Polen
- Approved unanimously

Request for Reconsideration of Library Material

- The item was removed from the agenda as the required form was not returned by deadline.

David Patterson provided an update on the Integrated Library System roll-out

- The contract has been signed and the first 50% payment has been issued. Softlink America has assigned Maida Rubin as the Lead Project Manager. David is working with her on the project roll-out. He anticipates project completion in the next 3 months.
- When David has determined the "Go Live" date for the system, he will submit a request to the trustees that they recommend to the court a one week closure for the library's final conversion to Liberty, staff training, and a complete collection inventory.
- The library has purchased the receipt printers and barcode readers.

David Patterson provided an update regarding the centralized print server proposal.

- The Friends of the Library voiced an interest in giving \$4,000 to the library to fund a centralized print server system, if the court would dedicate all proceeds generated by the print, copier, and fax services (after expenses) would go into a special fund to support collection development without a related reduction in general fund budget for collection development.
- David will work with the county administration to determine the logistics of meeting that requirement, and will seek to include Steve Bucknum (Friends of the Library) in that process.

David Patterson provided an update on Teen Room Project

- The library has received notice from the Collins Foundation that they will consider our grant application at their February meeting.
- Margo is working with Traci and the Teen Library Commission to identify new fundraising efforts.

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

- This year's Ready to Read Grant does not include the Teen Summer Reading Program (state requirements limit use of funds to under 14).
- This year's anticipated cost for the Teen Summer Reading Program is \$2,000.
- Outside funding of this program would count toward our Teen Room budget (programs).
- Traci is preparing a proposal for the Friends of the Library.

****ACTION ITEM** The Trustees request that the Friends of the Library fund the Teen Summer Reading Program at a cost of \$2,000.**

- Motion to approve by Lara Polen
- Motion seconded by David Wise
- Approved unanimously

David Patterson discussed the possibilities and costs for regional Bookmobile service expansions

- The strategic plan includes – as part of the Outreach Goal – the strategy of expanding the library’s bookmobile service by 2011.
- David provided several cost estimates for possible in county and regional expansions.
- Steve Bucknum noted that any expansion costs include the consideration of administration overhead and depreciation.
- David mentioned that this discussion should also include the need for alternative bookmobile service vehicles for different applications.

David Patterson discussed new outreach service plans to underserved populations

- David will meet with representatives of the Oasis prior to next meeting to establish a paperback exchange program at the Oasis.
- Other steps David plans for the next 6 months:
 - Development of services for homebound library members.
 - Meet with representative of the Latin American community to identify special program requirements.
 - Determine a means of lending library materials to residents of Crook County with no fixed address.

Patti Norris asked about the representative headcount required for the State Library Annual Report

- David noted that he is looking into the cost involved in installing infrared door counters and both library entrances (removing the need for the representative headcount).
- David stated that if door counter would be too expensive, then he would schedule the representative headcount.

The meeting was adjourned at 7:45pm.