

# CROOK COUNTY LIBRARY BOARD OF TRUSTEES

## Meeting Minutes

**DATE: FEBRUARY 10, 2011**

**LOCATION: 175 NW MEADOW LAKES DRIVE**

**TIME START: 6:30 PM    TIME END: 9:50 PM**

**RECORDED BY: NEVA CAUDLE**

### ATTENDANCE

BOARD MEMBERS		OTHERS PRESENT	
Patti Norris	Chair person	Camille Wood	Library Director
Martha Richitelli	board member	Julie Handyside	Youth Services Manager
David Wise	board member	Margo Ashcraft	Public Services Manager
Valerie Schnoor	board member	Cindy York	Circulation Services Manager
Wayne Kee	board member (joined meeting at 7:30 pm)	Jill Bonanno	Youth Services Associate
		Seth Crawford	County Commissioner

AGENDA	ACTIONS
--------	---------

1. ESTABLISH QUORUM AND WELCOME GUESTS	A quorum was established with four board members present. Guests were welcomed. The meeting was called to order at 6:30 pm.
2. APPROVE PRIOR MEETING MINUTES	A motion was made by Martha Richitelli to approve the minutes of the January 13, 2011 meeting as presented, seconded by Valerie Schnoor and unanimously adopted.
3. YOUTH SERVICES REPORT	<p>a. Jill Bonanno reported on a workshop she attended titled, "Reading for Healthy Families" which is part of a 3 year statewide project funded through the Oregon Community Foundation and Paul G. Allen Family Foundation and administered by the Oregon State Library and the Oregon Commission on Children and Families. Jill outlined the objectives of the program and discussed how libraries can create partnerships with the Healthy Start Program to work with parents of lower income families who have children 0-5 years of age in order to promote literacy. Jill states that she and Julie Handyside have already had one meeting with the Prineville Healthy Start staff. Patti wondered if there would be a way to tie this program in with the COCC open campus project for adult literacy.</p> <p>b. Julie reports that:</p> <ul style="list-style-type: none"> <li>• The story time for ages 3 and up has been renamed "Growing Tales."</li> <li>• "Happy Jack" books are available for purchase; Happy Jack will be back to promote the books on March 12 at 3:00 pm in the Broughton Room.</li> <li>• Six teens participated in the TLC meeting last month.</li> </ul>
4. DIRECTOR'S REPORT	<p>a. ILS Task Force Report</p> <ul style="list-style-type: none"> <li>• Camille handed out a staff recommendation for replacing the current ILS by contracting with Deschutes Public Library for an ILS and resource sharing.</li> <li>• On February 4th the ILS Task Force met with the director of Deschutes Public Library</li> </ul>

and the director, a board member and staff member from Jefferson County Library who spoke about their experiences in migrating to Millennium several years ago.

- Due to budget constraints DPL will not be pursuing RFID in the near future.
- Staff consulted Cheryl Hancock, director of the Harney County Library in Burns (and former employee of CCL) regarding her experience with the Sage consortium and Evergreen, the ILS that the Sage consortium is using.
- The ILS team reported that as a new system, Evergreen seems to require a good deal of system maintenance and troubleshooting, and does not currently have serials or acquisitions modules available. Initially it may appear to be the cheaper option, but its similarities to the challenges with Liberty are of concern.
- The team concluded that a contract with Deschutes Public Library to use the Innovative Interfaces Millennium System made the most sense and had the most to offer both Crook County residents and library staff.
- A discussion was held about the potential costs of both systems and the benefits and disadvantages of each.

**A MOTION was made by David Wise and seconded by Valerie Schnoor to move forward with collecting concrete data regarding contracting with the Deschutes Public Library, and potentially presenting a request for funding to the County budget committee. The motion unanimously carried.**

- Board members would like time to discuss the budget before the request for funds is turned in to the county. Board members will consider getting together for a special session within a week after the data has been collected.

b. New Phone System

- Staff members are pleased to report a significant reduction in time spent answering basic phone questions, such as the library hours.
- There has been a complaint from a county employee and several from patrons who prefer to hear a real person answer the phone immediately.

c. County department budgets are due in by March 11; budget workshops are held the last week in April.

d. Director Camille Wood's performance appraisal by County Court is tentatively scheduled for Wednesday, February 16.

e. Library staff will be updating the patron behavior policy. It will be presented at the March Board of Trustees meeting.

f. Three library staff members will be attending the OLA conference in Salem the first week in April.

g. The library received positive feedback from patrons who appreciate the emailed "courtesy reminders" which alert them 3 days before items are due.

5. BOARD/POLICY ISSUES

a. Update on patron survey

- Camille distributed a draft of the proposed patron survey which board members reviewed and discussed. The topic will be addressed again at a future meeting.

7. ADJOURN

There being no further business to come before the board, the meeting was adjourned at 9:50 PM.