

CROOK COUNTY LIBRARY BOARD OF TRUSTEES

Meeting Minutes DRAFT

DATE: NOVEMBER 10, 2016

LOCATION: 175 NW MEADOW LAKES DRIVE, PRINEVILLE OR

TIME START: 5:18PM

TIME END: 6:23PM

RECORDED BY: JENNIFER KENT

ATTENDANCE

BOARD MEMBERS		STAFF AND GUESTS
Becky Bryan	Chairperson	Buzzy Nielsen, Library Director
Gayle Casselman	Board member	Jane Scheppke, Assistant Director
Pam Looney	Board member	Jennifer Kent, Adult Services Associate II
ZuAnne Neal	Board member	Olivia Mitchell, FOL representative
AGENDA	DISCUSSION AND ACTIONS	
1. AGENDA CHANGES	No changes.	
2. CONFLICTS/ POTENTIAL CONFLICTS OF INTEREST	None.	
3. PUBLIC COMMENTS	None.	
4. CONSENT TO AGENDA/ APPROVE PRIOR MEETING MINUTES	Pam Looney moved to approve the Meeting Agenda and October 13, 2016, Board Meeting minutes, seconded by Zuanne Neal. Approved by a unanimous vote.	
5. A. FOL REPORT	Olivia Mitchell reported that the new FOL President will be taking office before our next meeting. The FOL is looking at putting a storage building next to the library's building in the overflow parking lot. The FOL will begin accepting credit/debit cards when the library's system is installed. The FOL has purchased book bags with the library logo to be sold in Chapters and at the checkout desk.	
5. B. PUBLIC SERVICES REPORT	Jane raved about how much the new outreach programs are drawing attention to the library. Nearly 500 people came to our Halloween Party! She also noted that events like the Candy Crawl and hosting a ballot box for last weeks' election brought new faces into our library.	
5. C. FINANCE REPORT	Buzzy reported that our OverDrive and Co-Op fees have been paid for this year, which are the largest non-personnel bills the library has. All of the funds are on track.	
5. D. DIRECTOR'S REPORT	Becky Bryan will draft a response to Judy Steagall, a patron raised concerns to the Board regarding how the library handles volunteers. CCL is now offering Auto Repair Reference Center, an electronic resource. We will be adding a calendar of meeting room bookings to the website so the public can see when the Broughton, Juniper, and Study rooms are available. The Health Dept. and Parks and Rec. are helping us install a StoryWalk. The County IT Dept. is helping to improve the performance of our public computers.	

5. E. DISTRICT EXPLORATION	The need for a timeline and a meeting with the County Assessor and other community groups seeking districting are the next steps in this process.
6. POLICY REVIEW	Gayle Casselman moved to rescind the Social Media Use Policy, as the County already has a comprehensive policy. Pam Looney seconded the motion. A unanimous vote removed the library policy.
7. OLD BUSINESS	None.
8. NEW BUSINESS	Buzzy has completed the 2015-16 statistical analysis. He compared our numbers with past years, as well as, libraries with similar service areas and needs. We are already implementing strategies to improve our services and increase efficiency. The facility review by Architect Richard Turi revealed some issues related to use/age, but overall he was pleased with the condition and maintenance of our building.
9. NEXT MEETING AGENDA ITEMS	Buzzy pointed out that our next meeting, scheduled for December 8, will conflict with Santa's visit to the library. He will email an alternate date. The 2017 Holiday Closure Schedule and Emergency Policy review will be on the agenda.
10. ADJOURN	There being no further business to come before the board, the meeting was adjourned at 6:23pm.