



Board of Trustees

Meeting Minutes

Thursday, May 11, 2017, 5:15p
Broughton Room, Crook County Library
175 SW Meadow Lakes Dr., Prineville

Present: Jane Anderson (prospective board member), Jerry Bishop, Becky Bryan (Chair), Pam Looney (Vice-Chair), ZuAnne Neal, Buzzy Nielsen (Library Director), Jane Schepcke (Assistant Director), Cindy York (Circulation Services Manager)

1. Additions/deletions from the agenda

Pam moved and ZuAnne seconded to approve the agenda as presented. The motion carried unanimously.

2. Conflicts/potential conflicts of interest

None stated.

3. Public comment

No public present.

4. Consent agenda (ACTION)

- a. Minutes of April 13, 2017, meeting
- b. Rescind Staff Code of Conduct

Jerry moved and ZuAnne seconded to approve the consent agenda as presented. The motion carried unanimously.

5. Reports

a. Friends

The Friends already have installed a new quilted sign for their in-library bookstore and soon will have one up in Chapters children's bookstore. They already are busy at work planning the annual 4th of July booksale. The Bowman Museum and the Friends are partnering for the "May at the Museum" event, which included the following events:

- May 4 – "Roll, Columbia: Woody Guthrie's Northwest Songs"
- May 11 – "Plume Hunters: Hats and the Impact on Oregon"
- May 18 – "Building the Columbia River Highway: They Said It Couldn't Be Done"
- May 25 – "Darkness in Daytime: Viewing the August Total Solar Eclipse"

b. Circulation services

Cindy reported that National Library Week, April 10-15, was a big success. The library offered \$1 in late fine forgiveness for every can people brought in. Over eighty cans were donated, including over twenty-five that were "paying it forward" to help pay off others' fines. Cindy also reflected on the honor she felt winning the Oregon Library Association's Library Employee of the Year award for 2017.

c. Public services

Jane reported that several staff attended the Oregon Library Association conference in Salem including Youth Services Associate II Shun-Sho Fong, Adult Services Associate II Jennifer Kent, Buzzy, and Jane herself. Cindy also accepted her award at the conference luncheon on Friday, April 21. Staff are busily planning the 2017 Summer Reading Program, which starts on June 1. A kickoff party will be held on Saturday, June 3. Several new programs are being planned including a STEM-focused regular program for elementary school-aged children and a special needs storytime. Teen and adult programs also are planned. To date, about \$880 has been donated by local businesses, organizations, and individuals to support the Summer Reading Program.

d. Finance

The Board reviewed the financial report and had no further questions.

e. Director

On May 1-2, Buzzy attended National Library Legislative Day in Washington, DC, to encourage lawmakers to support federal funding for libraries, museums, and literacy programs. These programs were fully-funded in the recently-negotiated 2017 omnibus spending bill. Buzzy also told the Board that the Commissioners in Wallowa County unexpectedly announced that they plan to close their county library. The State Library of Oregon and Oregon Library Association are working to ensure this doesn't happen.

6. Policy review

There were no policies under review this month.

7. Old business

a. District exploration

Buzzy is meeting with various individuals regarding creating an independent library special district in Crook County. On May 11, he met with County Clerk Cheryl Seely and Mike O'Herron, chair of the jail bond PAC. Cheryl shared information about the basic district creation process, specifically the difference between the petition method (gathering signatures) and having the County Court refer the issue to the ballot. Mike discussed the process the jail bond committee used to create a PAC, the calendar, what public officials can and cannot do, and other matters. Buzzy has additional meetings scheduled with Assessor Brian Huber and Judge Seth Crawford. He also plans to speak with Kate Lasky, Executive Director of Josephine Community Libraries, Inc., following their election to create a library district in this month's election.

The Board also discussed their desired timeline for putting the district on the ballot. Trustees leaned toward having an election in May 2018, as the bond on the library building expires in June and the pool renovation efforts seem uncertain at this time.

8. New business

a. 2015-16 statistical comparison

Buzzy presented an updated 2015-16 statistical analysis that included rankings among comparable libraries. Again, Crook County Library performed very well in terms of per capita digital circulation, second after Tualatin among a group of 31 similarly-sized libraries. His main area of concern was the library's low figures for programs and program attendance, although staff have been addressing those concerns quite well this fiscal year.

b. New Trustee application

Becky Bryan announced that she's resigning from the Board effective June 1. The library already received an application from Jan Anderson to serve on the Board. Jan was born in Crook County and has lived away for a while but recently moved back. She's a retired radiologist and currently serves on the Crook County Historical Society Board. ZuAnne moved to recommend that the County Court appoint Jane Anderson to the Library Board of Trustees, filling the spot vacated by Becky Bryan. Jerry seconded. The motion carried unanimously.

9. Agenda items for next meeting, June 8, 2017

- Patron Registration Policy
- District exploration update
- Officer elections.

10. Adjournment

The meeting adjourned at 6.18p. Sadly, this was Becky's last Board meeting. She was honored with gifts and desserts!