



Board of Trustees

Meeting Minutes

Thursday, September 14, 2023, 5:15pm
Crook County Library Broughton Room
175 NW Meadow Lakes Dr., Prineville, OR 97754

MEETING OPEN TO THE PUBLIC

Join Zoom Meeting:

<https://zoom.us/j/94319953433?pwd=SXk0cDBSbIR0b0d5eWQvenptN0l4QT09>

Meeting ID: 943 1995 3433

Passcode: 695902

RECORDING NOTICE: This meeting will be recorded via Zoom

Attendees: Library: Cindy York, Sean Briscoe | Trustees: Sandy Kurbow, Natalie Good, Mark Maboll,
Keya Rohovit-Wrolson | Virtual: Sarah Beeler, Debra Merskin

1. Call to Order (5:15pm)

- i) Additions/deletions from the agenda; approval of agenda (**ACTION**)
 - (1) **Motion:** Mark Maboll
 - (2) **Second:** Sandy Kurbow
 - (a) **Approved**
- ii) Conflicts/potential conflicts of interest
 - (1) N/A
- iii) Announcements
 - (1) N/A

2. Public Comment (5:15-5:30pm)

- a. None

3. Consent agenda (**ACTION**) (5:30pm)

- a. Minutes of August 10, 2023, regular meeting
 - i. Motion: Kia Rohovit-Wrolson
 - ii. Second: Sandy Kurbow
 - I. Approved: Passed

4. Reports (5:30-5:50pm)

- a. Friends
 - i. Not Available

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with ORS 192.660.

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- b. Circulation services
 - i. The library hired new circ staff: Stephanie. Combines two part time positions to make one full time position.
 - ii. Busiest day of August 8/28
 - iii. County requested to all department on fees and fines. Library raises prices for photocopies and faxing
 - iv. September is National library Card Sign up month.
- c. Public services
 - i. Our early literacy backpacks have arrived. The backpacks will cover a variety of early learning skills such as numbers, letters, shapes, as well as different emotions
 - ii. The library has applied for a Youth Money Management grant (Think Money for Kids). This grant will provide a collection of expertly vetted resources to help libraries offer financial education for children ages 3 to 12, both in the library and in children's homes.
 - iii. Youth programing continues to grow. Renee has continued to expand youth programing and will be expanding her professional development as well. She will be attending a neurodiverse training and will be applying what she learns to our youth programing. Renee has continued to develop programs for our tween age group.
 - iv. With the absence of a teen librarian, the library is planning on finding community partners and presenters to support our teen programs. Though the library will still provide our weekly Snack in the Stacks program and offer at least one monthly program.
 - v. Adult programing continues to go strong. Last month, we hosted "The Art of Falconry" which was well received. In addition, adult services have been partnering with Crook County on the Move to offer moment classes twice a week at the library. The classes are going very well, and we are averaging 15 attendees at each class.
- d. Director's report
 - i. 3 bids for Broughton Room renovation for Greenbar Expedition
 - ii. Friends will be voting on donating \$300 for rhododendrons to be planted along Second Street at their next meeting, September 20, 2023
 - iii. Library is now open until 7pm M-F
 - iv. Governance
 - v. E-Content Options
 - 1. Deschutes Public Library annual invoice for services and eContent (through OverDrive) is attached, \$57,091.40. Item #5 is for eContent, \$42,311.
 - 2. Motion: Natalie Good
 - 3. Second: Mark Maboll
 - a. Motion Approved
 - 4. Library2Go cost: \$10,000
 - 5. Libraries of Eastern Oregon: \$14,000
 - vi. Consultant for Strategic Planning

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1. Library received three strategic bids for consultant for strategic planning
2. Board asks for Ruth and Rachael to do a Zoom presentation
3. Vote: To hire Ruth Met as a the Library's Strategic Consultant
 - a. Motion: Natalie Good
 - b. Second: Sandy Kurbow
 - i. Motion withdrawn
4. Set up meeting with the two consultants in the next two weeks to have the consultant present and meet the board.

5. Financials/Statistics Review (5:50-6:00pm)

- a. No questions

6. Continuing business (6:00-6:20pm)

- a. Trustee training video
- b. eContent options
- c. Library2Go update
- d. Strategic planning, scope of work and bids
- e. Broughton patio update

7. New Business (6:20-6:40pm)

- a. September is library card sign-up month
 - i. Mentioned in Circulation Report
- b. Rural service options, Libby Showcase, Bookmobile, kiosks, etc.
 - i. <https://resources.overdrive.com/library/libby-features/libby-showcase/>
- c. Personnel changes, two part-time positions now one full-time position with benefits, outreach librarian/teen librarian
 - i. Mentioned in Circulation Report
- d. Library open hours update
 - i. Mentioned in Circulation Report
- e. Staff training day on October 9, 2023
 - i. Staff development day
- f. Seed program
 - i. Hosting a program to give seeds away
- g. Crook County Library Foundation formation
 - i. Working with the Friends of the Library to establish a foundation
 - ii. Allows people to donate to a nonprofit

8. Agenda items for next meeting:

- a.

9. October 12, 2023, Broughton Community Room, Crook County Library, 175 NW Meadow Lakes Dr., Prineville, OR 97754, 541-447-7978.

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10. Adjournment: (6:43 pm)

Motion: Debra Merskin

Second: Keya Rohovit-Wrolson

Motion: Approved

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