

# Baker County Library District Library Board Meeting Minutes

October 19, 2009

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| Call To Order                      | <p>Gary Dielman, President, called the meeting to order at 7:04 pm. The meeting was held in the archive room at the Baker branch library.</p> <p>Present were: Gary Dielman, Della Steele, Nellie Forrester and Kyra Rohner, Directors; Perry Stokes, Library Director; and Christine Hawes, Business Manager. Betty Palmer was absent.</p>  |
| Agenda Approved                    | <p>Gary asked for changes or additions to the agenda. None were presented.</p>   |
| Minutes Approved                   | <p>The Directors reviewed the minutes. Nellie made a correction to the paragraph on the Bonnadene Memorial Portrait on page 1; replacing the reference to the Richland School Board with the correct Pine Eagle School Board. Gary corrected the first three motions on page 1, before the statement that he arrived; replacing the statement “four votes were cast in favor” with “passed unanimously”. Technically, all three motions were passed unanimously by those present.</p> <p><b>Kyra made a motion to approve the minutes from the September 14, 2009 board meeting as corrected; Nellie seconded; passed unanimously.</b></p>   |
| Public Comment                     | <p>Gary stated for the record that there were no members of the public present for comments. There was no written correspondence.</p>  |
| Circulation History Reports        | <p>Perry handed out circulation history reports. Circulation statistics are one of the primary benchmarks of performance in the library profession, he said. The graphs show circulation for the District as a whole is up 13% over last year and has surpassed prior years in all but one branch. The increase, he said, may be attributed partly to the traditional increase of library use during a poor economy but he believes recent library initiatives have also played a large role, including face-out book display techniques, more signage and special displays, the recent practice of cycling new books to each of the branches to be featured for a set period of time, remodeling shelf locations in many of the branches, weeding and refreshing branch collections, particularly the bookmobile. There has also been an influx of new books due to the expanded materials budget with the local option levy and a recent project to process a backlog of donated items. The Bookmobile route was also expanded the past year to include senior centers around town. The only branch that didn't have a circulation increase was Halfway, possibly due to the fact that the branch librarian there had already been rotating new books to that branch. There has also been a 10% increase in Library card sign ups. The increase corresponds to the date when the newly designed cards began to be issued and the SAM public computer software was implemented. The SAM computer login system requires entry of a library card number for users. The Directors were pleased with the reports.</p> |
| Charette Fountain Project Proposal | <p>Perry announced a new proposal to resolve the out-of-order fountain issue in front of the building. The fountain has been out of use for several years. Renowned local &amp; national artist, Phillip Charette, has come forward with interest in the project. He and Perry met to discuss possible public art options. Charette's proposal is centered on the concepts of cyclical return &amp; rejuvenation, spirals, &amp; salmon; the idea of salmon</p>  |

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|                                  | <p>returning to their source, the cycle of life and the fact that they used to come up the North Powder River. The concrete base with inlaid stones reminded Phillip of river rock. He wishes to retain that base and make necessary repairs for the fountain to work. His written proposal includes two options and estimates the cost will not exceed \$5,000. To bring costs down, recycled materials would be used as much as possible, mostly solicited from the community and local businesses. A sketch featuring both options was presented. The Directors all liked the concept and idea of the salmon and agreed the work would probably appeal to a broad group. The issue of security was raised. Perry said the security camera could be focused on it and additional lighting installed in front. The group proposed to invite Phillip to a future meeting for presentation and Q&amp;A appearance.</p>  |
| <p>Richland Facility Update</p>  | <p>Perry stated that the Pine Eagle School Board approved the transfer of the old school building as a gift to either the Eastern Oregon Housing Authority or the Fire District. The Housing Authority has a proposal in to the state for funding to renovate the building as a senior center. The Eagle Valley Rural Fire District is also interested in building a firehouse in the vacant lot behind the building. The school board approved both proposals subject to an acceptable agreement between the parties involved.</p>  |
| <p>Administrative Reports</p>    | <p>Perry presented administrative reports:<br/> <b>Press review</b> – Various articles were reviewed; there was a large number of articles this past month. The Library Corner featured Banned Books Week in late September. First Amendment promotional buttons provided by the ACLU are going quickly. The Where the Wild Things Are program had a great turn out; the book was read and trailer for the new film viewed. The craft involved making a mask and the Friends of the Library sponsored a drawing for Wild Thing related prizes. Around 35 people attended. The story time room was full.<br/> <b>Best Small Library Award</b> – The District is applying for this national award again. The narrative was included in the Director packets. Jim Scheppke of the Oregon State Library encouraged the District to apply and, as he has said several times in the past, believes Baker County Library’s chances of winning are good. He is confident of getting Governor Kulongoski’s signature on the application this year. Perry significantly revised the application text compared to last year’s narrative. Aletha was very pleased with the new version. The application will also include photos, brochures, newspaper articles and two letters of recommendation (Jim Scheppke has already written one). Perry will be asking Fred Warner, Baker County Commissioner, to write the second letter of recommendation.</p> |
| <p>Business Manager’s Report</p> | <p>Christine delivered an update on the recent events with the Federal E-Rate Program. She received notice that the District is being reviewed for the fourth consecutive year, which is not only extremely frustrating and confounding but costing the District several thousand dollars per year in lost federal subsidies and labor costs to apply for what appears to be a futile effort. The request for information was completed and returned before the deadline. Christine wrote a letter to Rep. Walden’s office again. It was also sent to the Oregon State Library and the Oregon State E-Rate Coordinators office. Christine received responses from Valerie Henry, Walden’s DC Office and Sabrina Carson, a State E-Rate Coordinator. Both are working to help resolve the fact that the</p>   |

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|                   | <p>library seems to be stuck in a perpetual review cycle and lack of funding for two years now.</p> <p>In other news, the District's group health insurance increased 10% effective October 1. This was due to State legislation imposing a 1% tax on all medical insurance premiums; this means a \$720 annual increase to the District. The flood insurance approved in July is finally being added; the insurance company had lost the District's request. The problem was discovered when Christine called to follow up on paying the bill. The periodicals manager, Sylvia, has begun renewing many of the subscriptions on-line as of October 1 in an effort to be more efficient. The annual financial statements are in the process of being drafted for the auditor.</p> <p>Christine passed out the financial statements and checks for signatures. Checks were signed and approved. In the general fund, the Sage Network annual renewal came due this month and the TAN is at \$119,000 to-date. In memorial funds, a check for \$9,500 was written out of grant funds for the installation of the security cameras. Also attached was a report on Memorial funds; undesignated funds totaled \$9,807 on September 15 and designated funds were primarily grant funds plus some designated donations.</p> |
| Next Meeting Date | The next Board meeting will be November 9 at 7:00 pm.   |
| Adjourn           | <p>The meeting was adjourned at 8:15 pm.</p> <p>Respectfully submitted,</p> <p>Perry Stokes,<br/>Secretary to the Board</p> <p>PS/ch</p>  |