

Tillamook County Library Board Minutes
Thursday, April 24, 2025; 12:00 p.m.
Hybrid Meeting

Board Members Present:

Sayde Walker, Nan Devlin, Jon Orloff, Tim Josi, Jennifer Byrne, Madeline Olson, and Romy Carver

Staff, Commissioner, and Others Present:

Don Allgeier, Luke Kralik, Angela Arena, Marisa Graham-Collier, and Mary Faith Bell

Call to Order:

Sayde Walker called the meeting to order at 12:05 p.m. on April 24, 2025.

Public Input:

There were no community members for public input.

Approval of March 2025 Minutes and Budget:

Edit- Madeline Olson was present but not listed. Madeline moved to approve, Roamy seconded, and the motion passed unanimously.

April 2025 Budget and Spending Report:

We are underspent on programming but that will even out with planned expenditures for the Summer Reading Program. Digital materials and periodicals are on schedule to go over budget as we expected, otherwise we are on course. Motion to approve the budget passed unanimously.

Director's Report:

- We have welcomed two new staff members, LA1 at main (Robin) and LA2 (Tara) at Manzanita. Both are training at Main for 2 weeks and Tara will move to Manzanita soon.
- A fence has been installed in the southwest parking lot to address ongoing security concerns.
- Work installing the pavers and plumbing for the new fountain is being completed in the library park.
- The foundation has been working on developing an educational endowment based on the generous donation earlier this fiscal year. The board of the foundation approved setting up the endowment with the Oregon Community Foundation which means will need to raise \$15,000 to add to the \$10,000 donation to meet OCF's minimum.

- Don presented the proposed budget to committee and next step is approval which opens door to public feedback and eventual adoption.
- Programs and outreach: there is a new display fixture in the lobby of the Tillamook Main branch in order to display books from the adult, teen and children's collections.
- We launched the annual community survey after a one-year hiatus. It should be available for at least another week for data gathering. We have reached out to community organizations to share the survey to get a broader representation from the community rather than the historical representation we have seen which was heavily skewed to be from current library users.
- April 1, 2025, Don attended a meeting of leaders within the Chinook Consortium Network to set up organizational framework for the consortium and identify the user council guiding policy. Don will chair the council in the first year.
- Fox news interviewed Don at the Bay City library for a story on LSTA grant funding. Link to story in the Directors Report notes.
- Programs coming in May highlighted in report: Estate Planning, Speed Friending, Sean Gaskell with West African music, Healthy Habits to Improve Health, and Oregon Humanities Communication Project.

Data Dashboard

We are not presenting statistics this month due to needing to ensure we are reporting accurate numbers during our Koha migration. We are working with new reporting methods and need to ensure that we are using the correct ones to continue reporting consistently. We will report this month and next months numbers in the next meeting once we are confident in the accuracy between the two programs.

Foundation Update

There will be broad outreach in June or July to fundraise for the employee endowment. The park is nearly done.

Commissioners' Update

Mary Faith Bell states that Don's report to the budget committee was exceptional; it was instructive, comprehensive, and the library financials are healthy which was a positive outlook for the library. Mary Faith Bell is grateful for Don's process as it has removed the layer of tension that used to exist between the library board and the county commissioners.

Old Business

- If you have organizations or groups that you are a part of that might be happy to get the survey out into the community rather than relying on responses from people who are already in the library to do the reporting, please let Don know so that we can get the largest and most diverse response possible.

New Business

- Angela Arena was here to present her work on developing a plan for the Archives room, which previously has not had an intentional purpose. Angela assessed what we have, the state of the collection, and how we might move forward with it. We are going to move away from an archive and move toward having a collection on local history that is in the catalog that is usable for programming, displays, and is more discoverable, therefore meeting the needs of this public library. We are looking to move the Oregon NW collection into a useful and discoverable collection without redundancy. We have developed a policy, plan, and mission statement around this new collection. The physical space of the archive room does not have the physical needs (temp control, etc.) to be a real archive room, and that collection is inaccessible to the public. The policy will inform us what potential donations we might accept into our archives and/or local history section as people offer us their private collections.
- The board will review the handouts and give a vote on implementation next month.

Collection Development Policy

- We are hoping to recruit a team to work with Luke and Courtney to develop a policy that will be reviewed by Don and the board. There will likely be about three meetings to be involved in this process. Romy, Sayde and Jennifer are interested in participating in the meetings.

The meeting was adjourned at 12:46 p.m.