

**Tillamook County Library Virtual Board Meeting / March 18, 2021**

**Board Members Present:** (y) Betsy Chase, (y) Tim Josi, (y) Neal Lemery, (y) Madeline Olson, (y) Jon Orloff, (y) Teresa Rivenes, (y) Sayde Walker

**Commissioner Present:** (y) Mary Faith Bell

**Staff Present:** (y) Geri Godber, (y) Sarah Beeler, (y) Bill Landau

**Guests Present:** (y) Chris Chiola; (y) Ruth LaFrance; (y) Shiela Zerngast

**Call to Order:** The meeting was called to order at 12:02pm.

**Minutes:** Jon Orloff made a motion to approve the February 18, 2021, meeting minutes. Neal Lemery seconded. Minutes approved.

**Budget:** SERVPRO and Gary Wright Construction were hired to mitigate/repair damage caused by water pump leak in boiler room upstairs. An insurance claim has been filed and the adjuster has assessed the damage. Neal Lemery made a motion to approve the budget. Jon Orloff seconded. Budget approved.

**Director's Report:** See attached March 2021 Director's Report. Library Express is going great! Patrons are happy to be back! Geri received approval to fill staff vacancies. Next year's budget was discussed. Geri is working with Damian on the Program/Analyst position. The full-time position is included in next year's budget. The line item for supplies was over because of COVID-19. The PR category has been increased to \$5000. Geri is working on a new format to track data for board meetings and state report. Jon Orloff asked if some of the data to be presented in color-coded graphs and charts. Betsy Chase asked for circulation figures for all branches to be displayed in a color-coded line chart showing the previous two years. She would also like to see computer/Wi-Fi usage displayed in the same way. The meeting with the Tillamook County Budget Committee will be April 7<sup>th</sup> at 1pm.

**Strategic Plan:** Betsy Chase, Mary Faith Bell and Geri Godber are working on the process and timeline to complete Phase 4 of the Strategic Plan, Community Engagement. The citizen's library committee will reconvene, and the financial analysis will be updated to determine the best way to allocate resources and inform options for next levy. Betsy Chase asked the board to be 'listening posts' and find out what our communities need right now and how that might change the investments areas listed on the Strategic Framework (see attached).

**Foundation Report:** Tillamook County has approved the Maxwell Library Park perimeter wall plan presented by Terry Phillips, North Coast Lawn. An agreement has been reached with Serena Fanning, Tillamook County Library neighbor to the west, to remove her wooden fence and replace it with the new perimeter block walls.

The Foundation will make the final payment to Tillamook County for the Maxwell Library Park property.

**Library Journal DEI webinar series:** Geri Godber, Sarah Beeler, Angela Arena, Marilyn Kearney, Neal Lemery and Sayde Walker attended. See attached reports. The statement on Racism has

been renamed the Diversity, Equity, and Inclusion Statement. Line 4h to read, "Thoughtfully encouraging the community to explore and broaden its understanding..." The statement will be revisited periodically. The statement will go on the new website.

**Library Board Book Club:** The board will read *My Grandmother's Hands* by Resmaa Menakem. Title available on hoopla app. The next title, also available on hoopla, will be *The New Jim Crow* by Michelle Alexander. Ten copies have been ordered for a book club kit. Angela will put the kit together for the board. After the board reads the book, the kit will be available for other book clubs. The third selection is *The Brief History of Fear and Intolerance in Tillamook County* by Helen Hill. Multiple copies are available in the collection.

**Fine Free:** There is support for going fine free. Betsy Chase asked Geri, Sarah, and Bill to put together a proposal outlining the details of going fine free for the board to review next month.

**Commissioner's Update:** Library staff may be able to obtain a COVID-19 vaccine at the 4-H dorm if extra vaccines are left at the end of the day. Most staff members at Main have asked to be on the stand-by list.

Meeting adjourned: 1:30pm

Sincerely and respectfully submitted, Sarah Beeler

## **April 2021: Report of the Director**

### **Human Resources:**

- Branch Manager Landau retired on April 1, 2021. By all of accounts, he is enjoying retirement. It is well-deserved! He will still be around and is a Tillamook County Library retire, rehire. Hooray!
- The interviews for the Library Manager position will be held on Wednesday, April 21, 2021. Library Manager Beeler and Children's Specialist Hetrick will be joining Library Director Godber in the interviews.
- The new Library Assistant 3, Emily Davidson, begins on Monday, April 12, 2021. She is joining us from Meridian, ID. She is filling the position vacated by Lora Wegener.
- The various vacant positions have yet to be posted. The HR Department is short-staffed which is slowing the recruiting and hiring process down.
- Director Godber is holding weekly meetings with her direct reports. All staff always have the ability to ask for a meeting, this just allows for direct reports to have a guaranteed audience.

### **Buildings and Grounds, IS Department, & Financials:**

- The water return pumps have been repaired. So far things are good.
- The repair work on the drywall and flooring in the garage and boiler room is getting finished up. Stay tuned.
- TCL will officially be getting hotspots for check out! It will take some time to get them in and configured for check out. Stay tuned!
- TCL's budget meeting was held on Wednesday, April 7, 2021. It seemed to go well. Fingers crossed!

### **Administration:**

- The technology plan with Carson Block is wrapping up, a revised draft was presented. There are some edits to be done. Mr. Block has been vaccinated and hoping to present the final draft in person. The timeline and details are going to be worked out.
- In the future, Library Director Godber will most likely be putting in a request for Electronic Resources or Systems Librarian. There is a need for a person who speaks both IS/IT and library. There are many factors in play and nothing definite is set. The Board will be kept up to the date on this process.
- Library Director Godber has moved to the office formerly occupied by Branch Manager Bill Landau.
- The monthly staff for Main employees was held on Thursday, April 8<sup>th</sup>. These monthly meetings will allow for all staff to get together to discuss various topics.
- The monthly branch staff meeting was held on Thursday, April 1<sup>st</sup>. It was Bill's last day and last meeting. The branch staff enjoy all getting together to chat and just see one another.
- On Tuesday, April 6<sup>th</sup>, Library Director Godber travelled down to Lincoln County to meet the Directors of the Oceanbooks libraries. It was a good, productive day.
- Library Director Godber and IS Director Laviolette will be meeting with the Oceanbooks Directors on Monday, April 19<sup>th</sup>.

- The annual Oregon Library Association conference is virtual this year. Various staff have been signed up to attend. All but a couple sessions will be recorded so staff can “attend” them after the fact.
- Library Director Godber participated in Tillamook County Leadership Team Meeting that takes place the first Monday of every month.
- Library Director Godber and Branch Manager Landau participated in the Rockaway Beach FOL meeting.
- On Tuesday, March 30, 2021 Commissioner Skaar came to the library to see the ‘behind the curtain.’ Commissioner Skaar is a long-time library user but had never been in the staff area. It was nice to chat and discuss the library operations.
- On Thursday, April 1, 2021, Library Director Godber had a virtual meeting with Commissioner Yamamoto. It was a new Library Director check-in and an opportunity for Library Director Godber to give an update and discuss the library’s role in upcoming county initiatives.
- TCL will be working a company called Med-Project. There will be locked cases that are put in facilities where people can deposit medicines that no longer need. Med-Project will handle the collection of the prescriptions.

#### **Community Engagement, Programming, and Library Resources:**

- It is hopeful soon we will have virtual storytimes to put on social media. Hooray!
- The Library will soon be entering into our annual ordering freeze as the fiscal year is wrapping up.
- The programming staff are working on finishing up summer reading program 2021 plans.

#### **COVID-19 Update:**

- The staff of the library are slowly getting their vaccines, most have received their first vaccine. When possible, schedules are being cleared or accommodated to allow for time off in case they feel poorly after the second dose.
- The State updated the parameters on threat levels meaning Tillamook County moved into the high-risk category as opposed to the extreme risk.
- Library Director Godber has emailed all three County Commissioners making the case to remain at the Library Express service model. The email is attached this report.

Diversity, Equity, and Inclusion Statement  
Tillamook County Library Board

1. The Tillamook County, Oregon Library Board values diversity, equity and inclusion of all people
  - a. The mission of the Tillamook County Library is to empower residents and build a better community through learning, knowledge, and inspiration.
  - b. Our vision embraces an inclusive, unified approach to address the needs and leverage the strengths of our county towards building a better community.
  - c. Racism in all its forms, expressions, and practices is contrary to our mission and vision.
  
2. We support the American Library Association (ALA) statement, which says in part: “Wherever it resides, racism leads to degradation. It weakens our institutions and destroys our communities and is one of the greatest obstacles to the American Library Association’s mission: ‘to enhance learning and ensure access to information to all’.”
  
3. We acknowledge our history and current aspects of racist thinking and practices. We are striving to do better. This work is challenging, for both an institution and an individual.
  
4. We seek to continue to improve equitable access to Library resources and services for all, including these goals:
  - a. Continuing to add books and other materials in multiple languages that speak to diversity, equity and inclusion.
  - b. Ensuring our library programming, policies, and book selections are made with diversity, equity, and inclusion in mind.
  - c. Striving to ensure Library resources are openly available to all persons, and that the Library is safe, inclusive, equitable and educational space for the entire community.
  - d. Supporting our staff, volunteers and community partners on ways to highlight multi-cultural and anti-racist viewpoints and experiences. Utilizing our community partners to help bring these conversations to the community.
  - e. Providing anti-racist book lists and other recommendations, and facilitating community book clubs, programs, and public forums to further anti-racist conversations within the community.
  - f. Working with community partners to enhance equitable access to English as a second language (ESL) and adult literacy programs
  - g. Establishing a diversity, equity and inclusion committee that will evaluate our work regularly and issue a statement of progress in the annual report card and on the Tillamook County Library website.
  - h. Thoughtfully encouraging the community to explore and broaden their understanding of cultural history, systems of oppression, and what it means to be privileged or under privileged. Actively looking for ways to grow and being open to new and personally-challenging ideas, experiences and cultural interactions at both a board and staff level. This work is on-going, difficult and challenging. We are committed to being life-long learners.
  
5. The goals listed above will be translated into an action plan that will be reviewed regularly by the Tillamook County Library Board for effectiveness.