

Tillamook County Library Board Minutes
June 16, 2022; 12:00 p.m.
Online Meeting

Board Members Present:

Betsy Chase, Sayde Walker, Tim Josi, Madeline Olson, Jennifer Byrne, Madeline Olson

Staff and Others Present:

Wendy Stout, Bill Landau

Call to Order:

The meeting was called to order by Sayde Walker at 12:05 p.m.

Public Input

There were no public comments.

Approval of May 2022 Minutes and Budget: 5 Minutes

Betsy Chase moved to approve the minutes from the May 2022 meeting of the Tillamook County Library Advisory Board. Madeline Olson seconded. All were in favor; the motion carried.

Betsy Chase moved to approve the budget and financial reports for May 2022 as presented. Madeline Olson seconded. All were in favor; the motion carried.

Director's Report: Bill Landau, Interim Director - 15 Minutes

Human Resources:

- Training is underway for the many new employees.
- I have taken over doing all employee reviews for the time being.
- Madison Grey is officially on maternity leave from Manzanita as of 6/16/2022
- I have extended the deadline for the Library Branch Manager "until filled."
- We have had staff members with COVID and have learned how to follow county protocol.
- The Library Policy Manual has been reviewed by Joel in the legal department. He made a number of suggestions. I recommended to table the issue until Don gets here and can add his expertise. When he has completed changes, it should go to legal again, then to the Library Advisory Board, and finally to the BOCC for their final approval.

Buildings and Grounds, IS Department, & Financials:

- The security alarm at Main seems to be fixed.
- We are on the agenda for a final approval of our budget on Wednesday, June 22, 2022, 10:35am

Community Engagement, Programming, and Library Resources:

- The Summer Reading Program launched June 15 with lots of people getting registered across the county. It will run from June 15 – August 10, 2022. We had over 150 people sign up for SRP the first day!
- Angel is now in charge of Social Media (Facebook and Instagram) and growing our followers by leaps and bounds.
- Courtney has taken over as webmaster for tillabook.org website.

- The staff have been adding programs back to the branch activities. The attendance has been very promising and continues to improve. Bill and Angela have had three ukulele sessions for the public with excellent participation.
- We are participating in the Dairy Days parade and will close the library until 1:00pm that day, however, restrooms will remain open for the convenience of the public.

Potential Library Partnerships:

- I participated in a three-hour web meeting with many of the coastal libraries on June 6. Carson Block was the mediator in this exploratory look at possibly linking up the more libraries to create a united group of sharing libraries on the coast. Very preliminary but many exciting ideas were discussed.

Business Items: 65 minutes

Board Succession Planning

Betsy provided documents for Board Succession Planning. We talked about how we have filled vacancies in the past. Betsy provided a chart for board term expirations from 2019 to illustrate how it plays out to the future, thru 2028. Looking at how we can modify this schedule so not so many people go off the board at the same time. Betsy explained the normal process to get board appointments. First we advertise with a press release. Then we receive application, review applicants against desired skills, talents and attributes. Next step is to recommend top candidates to Library Advisory Board. (Past problem, had to go only by what was on the applications, so we could not really see if some of the applicants had certain desired skills.) BOCC would then receive our recommendations and if approved, we take the appointment to Library Board. In the past, there were interviews with BOCC and library board. We questioned whether this was too involved? We should consider fine tuning the process so it is not so involved.

Do we fill vacant seats as we need them or do them in a group? Board would like to have opportunity to have the application form itself to be more specific to the library board. Perhaps form the nominations committee to include Mary Faith, Sayde, and Betsy. We could empower them to make changes to the application so we can move forward before the next board meeting. Have the new director participate. Need to keep moving forward. Application needs updating and hopefully applying before the next board meeting.

Betsy will miss the July meeting. Maybe Sayde, Mary Faith and Betsy will talk soon to nail down what we want to do. Are we going to meet in person for regular board meetings or online? Jennifer Byrne suggested if we are searching for a diverse board, we may need to consider NOT having the meetings at noon, in consideration of those who work. Is that a barrier to getting new board members to attend? Let's think on it and talk again next month.

Updates:

Library Director Recruitment: 5 minutes

Sayde Walker gave an update on the process. There were 13 applicants. The search committee met and narrowed the applicants down to 5 people who will be interviewed via Zoom May 26th and 27th. From there the 2 or 3 finalists will be invited to interview in person on June 9th and 10th. The search committee is working to select questions for the interviews. Bill will be looped in for scheduling staff involvement during the on-site interviews.

Tillamook County Library Foundation Update: 5 minutes

No report

Commissioner's Update: 5 minutes

Commissioner Bell was not in attendance thus there was no update.

Future Meetings:

The July 2022 meeting will be held on Zoom..

Adjournment: Tim Josi adjourned the meeting at 2:13 p.m.

Minutes Completed by Bill Landau