

Tillamook County Library Board Minutes
Thursday, April 20, 2023; 11:00 a.m.
Hybrid Meeting

Board Members Present:

Sayde Walker, Madeline Olson, Nan Devlin

Staff, Commissioner, and Others Present:

Don Allgeier, Angela Arena, Marisa Graham-Collier, Penny Hummel, Mary Faith Bell

Call to Order:

The meeting was called to order by Sayde Walker at 11:06 a.m.

Public Input

Richard Steel- Community member here to observe.

Approval of March 2023 Minutes and Budget:

Meeting minutes for the March 16, 2023, Board Meeting of the Tillamook County Library approved unanimously.

Budget and Spending Report:

We are now well overbudget in Programming Supplies. We expected this, however, we have asked our librarians to pause spending in this department until the end of the fiscal year. We are still underbudget in Children's, Teen, and Adult Programs. Therefore, in the overall picture we are still in a good place.

Saydee moves to approve spending. Seconded by Tim. Motion carries.

Director's Report: Don Allgeier

- We are welcoming Angela to her new role as Manager of Tillamook Main. She has past management experience and has been with TCL long enough to know our system well, has run our book club kits, as well as developed our Lucky Day program.
- LA2 Librarian, Daniel Trescott for Bay City has started training.
- LA1 Part Time position has been filled by Kayla Martin and planning to start May 1, 2023.
- Our Librarian position is open and response has been underwhelming. We have extended our application deadline so that we can utilize ALA conference connections to continue recruitment.
- The Children's Library remodel has completed.
- Coast Gutters came to evaluate gutters and found that the gutter system is not large enough to handle the amount of water shed from the roof. They indicated we may need to evaluate the roof as well as there are likely some issues to address.

Data Dashboard

We are seeing a boost in usage.

The Programming stats have take-away programs (passive) being broken out from in person attendance programs for future evaluation.

Commissioners Report:

The budget presentation for library went well at the Commissioners meeting. Mary Faith Bell states that the board and commissioners have historically combative relationship, but that seems to have been reset and it seems that both entities will be moving forward in a collaborative and positive way.

We still need to post the ad for a press release inviting people to apply to be a library board member and we are moving forward with this today.

Community Room Policy Update

The Foundation has confirmed that June 1, 2023, will be the launch of the park and details are to come on an opening ceremony. The policy document has been revised to expand out to cover library spaces (such as the stage) and how we handle private uses of the library spaces. Once a library opens up a community space, we need to have clear guidelines about how the space is used since the community has a constitutional right to use them. We have developed a tiered system prioritizing the use so as to both provide for the needs of the library, county, and public. We will be putting together a rental expectation for the instances of private use. Don has researched how other libraries have charged for rental spaces and would like board input on how we handle this.

We could also decide against allowing private events. We do not have a history of this being a frequent usage, though we anticipate that the stage could increase interest, and if we do allow private events we will need very clear policy regarding expected use of staff resources and how this relates to charging for private use.

It is stated that any charges should be to cover our expenses involved, though not designed to make a profit, though we could also not charge at all, instead requiring a rental agreement with a security deposit to cover any unexpected follow up.

It is decided that we will consider and develop policy in meetings to come. We will continue with the same application we have been using and we will adopt the updated policy for the interim.

Madeline moves to adopt updated Community Room Policy in the interim. Tim Seconds, motion carries.

Oceanbooks Consortium Update

We are meeting with Oceanbooks members as well as Lincoln County library district as Lincoln County is looking to coordinate and consolidate the usage of the consortium.

The group is putting together a value statement to evaluate the benefit and potential problems with joining. Don has joined a group working on the governing structure of the consortium. There are a lot of question marks involving how resources will be used and managed so that we are ensuring positive benefit from maintaining consortium.

Business Items

- Gutter analysis: Minor fix has been completed, though they believe the gutter needs to be replaced with a larger system that can handle the amount of water coming off the roof. There is concern the roof is producing water intrusion and they recommend having the roof evaluated prior to moving forward with fixing the gutter. There are no safety tie offs on the roof which will need to be addressed for all future roof work. They believe we should switch from metal roof as there is a likelihood that the metal roof will continue to be problematic. Based on description, Tim states that it sounds as though this roof was not installed correctly. It is decided that we will need to have an evaluation done, safety tie ins need to be installed as a high priority.
- Meeting times: Potential to move day and time due to conflict with other meetings that the representation of the library may benefit from Don attending. Don will send out a poll to evaluate potential options. Saydee states Thursdays are good and we will revisit at the next meeting.

Strategic Planning

Penny Hummel presents a review of listening session results.

After 8 public listening sessions, 3 staff listening sessions, 3 board discussions, 3 conversations with the commissioners, 1 stakeholder listening session, and review of the 2022 survey results it has become clear that the same themes have become prevalent.

- **People love the library!** Generally people are satisfied which we see both in the planning sessions as well as our levy results.
- **Offer More Programming:** Interest in returning to pre-covid levels of programming seems to be emphasized. Interest ranges from practical knowledge to craft education and cultural events.
- Increase Open Hours- People would like open hours in the evening.
- **Requests to increase digital resources-** eResources are currently through a consortium and we do not have additional sources. This can be explored.

- **Continue the Prioritize Access to Technology**- interest in providing WiFi, support for seniors, and exploring AI.
- **Engage in growing our reach in the Latino/Spanish speaking community.**
- **Branch and Outreach Services**- Better job in Bay City, Garibaldi, and South County. Is the collection the right collection in the smaller branches? How do we best serve south county.
- **Support the library's mission to remain a neutral civic space**- What can we do to bring people together from all political persuasions?
- **Invest in Staff Development**- Reference desk needs more training across all who work there.
- **Address Needs of Vulnerable Community Members (where possible)**- Library staff have been needing to act as a social service agency when interfacing with those struggling with homelessness, mental health, drug use, and food insecurity.
- **Facilities improvements**- Lighting and more accessible shelves (not too high, too low, or tightly packed) as well.
- **Support K-12 Education**- These entities are stretched thin; we need to fit into their schedules and needs.
- **Communicate Effectively**- Usability of website needs improvement.
- **Support Success of Oceanbooks Consortium**- People love this access to a larger collection. Bringing Tillamook and Lincoln Counties together will be an interesting place to see growth.
- **Ensure Adequate Funding**- Would like to see less dependence on the levy so that we do not lose the library if the levy ever fails.

Mary Faith Bell on securing funding to remove the need for a levy- No county can raise property taxes to cover costs of services we provide due to Measure 5, therefore levies become the only way to pay for these services. For the library to operate there is a need for an additional \$0.60/\$1,000 which is essentially what the levy provides for the library. The county structure is \$1.498/\$1,000. Measure 5 locked it in place, which was workable when we had income from the Timber and BLM revenue that has since declined.

Don on Hours- Something must give if we increase our hours change. Are we open the best hours?

-Do we give 1-2 nights a week an offset on hours so that we are open later.

-How much of this theme was still based on the hours that we had as we were just reopening after COVID shut downs.

Don requests that the board help prioritize our focus.

We will draft a plan. Don would like to meet with everyone individually to review prior to the following meeting.

Meeting called to end at 12:44pm