

**Tillamook County Library Board Minutes**  
**Thursday, January 25, 2024; 12:00 p.m.**  
**Hybrid Meeting**

**Board Members Present:**

Sayde Walker, Jennifer Byrne, Roamy Carver, Tim Josi, Jon Orloff

**Staff, Commissioner, and Others Present:**

Don Allgeier, Angela Arena, Jenn Wells, Mary Faith Bell, Marisa Graham-Collier

**Public Input:**

April Bailey was present to thank the board for their service and efforts to make the library a safer environment and she has noticed a positive change in the atmosphere.

She would like to address the ongoing concerns around children's and teen materials as a policy issue rather than challenging individual books, seeking more classical and inspiring materials to be available while looking to remove inappropriate materials from the children and teen sections. She also reiterated that she believes the board could choose to have a special meeting at a more accessible time so that more members of the community can speak on these issues, and she is willing to meet with board members at another time to review her concerns about specific materials.

**Call to Order:**

The meeting was called to order by Sayde Walker at 12:01 p.m. on Thursday January 25, 2024.

**Approval of January 2024 Minutes and Budget:**

Sayde entertains approval of the December 2023 meeting minutes: Tim moves to approve, Jon seconds, minutes are approved unanimously.

**January Budget and Spending Report:**

Don states we are in line with expectations. Periodicals are over budget, but the library does not expect any major additional costs. The library's teen materials spending is high and there has been a conversation with the purchaser to reign this in. We can anticipate an increase in spending for programs come June, as much of the programming start to take place around the summer reading project. January spending report approved unanimously.

**Director's Report:**

- The systems librarian recruit will go live on Friday January 26, 2024, and we are hoping to hold interviews in mid-February. This is a position that we have not had in place for some time.
- The library had several closures due to ice and snow as well as a planned maintenance of the firewall which impacted all phone and internet services leading to an additional closure.
- The library have acquired the services of HQLite to analyze collections to make more informed purchasing decisions, primarily in non-fiction materials, and to improve overall distribution for each

call number and cross referenced with usage. This tool will allow librarians to see more about usage patterns and needs for patron usage and used as a steppingstone to be able to get the right materials more effectively to the right locations based on what people want as opposed to what shows up through the floating collection.

- The Patron Point system will allow for online applications for cards with immediate validation of residency. This feature should be available in the coming month.
- Program Planning Process- the library is getting ahead of things and getting information to the community sooner.
- The library made a change to the materials request process. Requests will now go to the purchasing librarians to evaluate whether we will add the item to our collection. The interlibrary loan department will fill in gaps for more specific needs. Previously, there were two separate forms for purchases and ILL. This effort will streamline the process and better serve patrons.
- The library is launching a new program: Yoga for Kids! There are two age brackets (2-5 and 6-11 years old), the program takes place on Saturdays.
- The library is partnering with organizations for more adult programming. Oregon Black Pioneers is coming along with programs from Oregon Humanities.
- Scheduling appointments for the AARP Tax Aide program has begun. AARP provides the people to do the taxes, Linda Walker has been doing this in our area for many years, and recruits CPAs to provide free tax aid on Thursdays and Fridays from February to April. The library provides the room, advertising, and scheduling. This is available to all taxpayers for personal taxes.

### **Data Dashboard**

The library will be adding a book a librarian line item to the data dashboard in the future.

For readability, the library will be moving the totals column to the left.

The data shows continuing double digit increases in usage of digital materials.

### **Foundation Update**

Jon does not have anything to report for January from the Foundation.

### **Commissioners Report:**

The County is gearing up for new budget season, and Don did such a good job with the budget last year that Mary Faith Bell is not anticipating any challenges this year.

Yesterday, January 24, 2024, the AFSCME contract approved for pay tables. Approval of the COLA (non-represented and executive/elected folks) is still to come.

### **Old Business**

- A draft for the reporting tool for the Strategic Plan was sent earlier today, however it is not in the packet as not ready yet. The final version should be more graphic in terms of showing what we are looking at- i.e. not a table style presentation.
- Will is working on getting numbers from ILS for Spanish material check out so that we can better understand their circulation. We are hoping to use this data to get a sense for whether Spanish

speaking patrons are using the collection. We are still in the process of figuring out this statistic for digital Spanish materials.

- Access to services: Evaluating the number of new library cards created each month helps with understanding the number of people gravitating towards library services. Won't know if last year's numbers are reproducible until we see this year, but one factor we would like to consider is the annual change in population, without which it is hard to know what realistic goal for number of active library cards might be. The existing dashboard does not show how many accounts we have, though Don estimates it is around 10,000 countywide. In picking a card-based goal, we are considering using the metric of current active library accounts rather than the number of new cards issued.
- Door counts: It seems that the batteries for our door counts started to die in December, before we did our annual change. The sensor counts the number of people crossing the threshold for each entrance. Some branches have hand counts which are likely so inaccurate, and we will need to look at how we are counting and getting more accurate counts throughout the system.
- Volunteer Hours: Jenn has been working on launching the new volunteer program. This month we had a new volunteer start to help with projects and shelving. We anticipate as this grows, we will see more connection to the library.
- Developing Community Forum Series: We are looking to effectively and responsibly create a community forum where people can have meaningful discussions with an experienced facilitator.

### **New Business Items**

New Board Officers: we need to elect new Board President and Board Vice President.

Tim is set to nominate Sayde as chair. Sayde is happy to serve as chair for the year as long as we are developing a succession plan with the new vice chair preparing to take over once Sayde's term comes to an end.

Sayde is voted to chair unanimously.

Vice chair conversation will take place over the next month with voting to come in February.

We have 4 people whose terms are ending this year and Sayde will check with to see if they are interested in serving for another 4 years.

Annual look at Bylaws: We could approve current bylaws to have something on the books. Betsy and JB spent a lot of time working on bylaws, but when Betsy left the board it kind of fell away. It may be best to create a framework for specific items to be addressed on an annual basis.

Meeting adjourned at 1:09p.m.