

Tillamook County Library Board Minutes
Thursday, March 16, 2023; 11:00 a.m.
Hybrid Meeting

Board Members Present:

Saydee Walker, Madeline Olson, Jon Orloff, Nan Devlin, Jennifer Byrne (Joined at 12:00pm)

Staff, Commissioner, and Others Present:

Don Allgeier, Marisa Graham-Collier, Penny Hummel, Mary Faith Bell (Joined at 11:35am)

Call to Order:

The meeting was called to order by Saydee Walker at 11:03 a.m.

Public Input

Richard Steel: Attended Music Meeting yesterday (03/15/2023) and would like to encourage these programs to continue. States that the music as well as the dialogue around the instruments and culture was amazing. Indicated with some better marketing and getting the word out we might see significantly higher turnout. He heard about this from the homepage of our website.

Approval of February 2023 Minutes and Budget:

Meeting minutes for the February 16, 2023, Board Meeting of the Tillamook County Library Advisory Board were approved with an edit to the spelling of Tim Josi's name.

Budget and Spending Report: Things are holding steady.

We have lower costs in personnel costs due to multiple vacancies.

The materials and services budgets are right on track, though contracted services (digital materials spending) are growing, and we will need to anticipate higher usage/costs in the coming year.

Capital Outlay is low- much absorbed by the fact that the planned lighting project is not happening at this time and those funds have been reallocated to address an unexpected and urgent need for AC in the server room. Additionally, much of the costs associated with the Children's Library remodel were absorbed elsewhere as they are not qualified to be capital expenditures.

Spending in programming supplies is overbudget, however this was expected due to the new allocations.

Budget and spending approved by the board.

Foundation Update: There was no meeting this month so no news. Jon would like to get together to discuss the Chautauqua program to start in July. Don and Jon will meet to plan.

Director's Report: Don Allgeier

- We have several ongoing recruitments: Luke has started his position as a Library Assistant 3 for Bookmobile. The recruitments for the part-time LA1 and LA2 for Bay have closed. Turnout was high and interviews will be scheduled soon. Angela Arena has been promoted to Library Manager from Adult Fiction Librarian.
- Library Specific Training: Mandatory training on the Library Code of Ethics has been assigned to all staff.
- Children's Library: New paint is completed. The final steps will be wall decorations.
- The Book-a-Librarian campaign will launch shortly as recruitments are finalized.
- The Lucky Day Collection has been rolled out to all library branches.
- Strategic Planning Listening Sessions: the last session will be next week at Bay City. Things are moving along right on Schedule: Next month Penny will compile the notes from all sessions to discuss.
- Completed Programming: The housing and belonging event had an attendance of approximately 12 community members. The next event will address preparing for death and dying at Manzanita in April.
- Upcoming Programming: Children's Storytime launching at Pacific City with a goal to hold a weekly storytime in each branch.

Data Dashboard

Our volunteer program will be a focus for Jenn in the coming months.

Programming Stats: Some items will be sorted out for accuracy and are in the process of breaking this out. 'Take Alongs' such as the baking kits will no longer be counted in these statistics.

Notary: We are planning to have at least one notary in both North and South counties as well as a second person at Main. Community member Richard Steel stated he is very grateful that the library is continuing to have a notary available.

Business Items:

- Budget Preparation has been submitted. There is not a significant shift of resources, but there has been some reallocation based on this year's spending.
- An open IS position has been changed to a Systems Librarian position to work on developing our systems.
- A policy development meeting planned for March 31, 2023 to include the park in the new Policy and Procedures for usage of Community Rooms. Madeline, Jennifer Byrne and Jon are on the team. Lissa who oversees Community Room schedule will participate as well.

Strategic Planning

Evaluating census data for population statistics for Tillamook County to understand our community in comparison to the rest of Oregon:

- We have a higher percentage of poverty than the state.
- It appears that they had a harder time collecting data in south county based on surprising and presumed inaccurate statistics.
- School District Data shows high diversity but is likely to be inaccurate due to a variety of factors such as COVID, census forms not being sent to PO boxes, and the announcement that census data would be turned over to INS, suggesting responses from immigrant families are likely significantly lower than the reality.
- Hebo, Cloverdale, and Beaver are likely to be the most in need of library services.

Evaluating the square footage of library per capita reveals large disparity between branches ranging from .25 square feet/person (Rockaway) to 4.93 square feet/person (Tillamook Main). Rockaway and Bay City provide the smallest per capita. We would like to add a tracking column for percentage of circulation and percentage of card holders for each branch location.

Listening Sessions: Have been going well, turnout has been increasing and we are expecting a good turnout at Bay City.

Commissioners Report:

- We need to recruit a board member to replace Betsy Chase. Mary Faith will let us know when the application goes live so that we can direct interested parties. We will advertise on our social media.
- Yesterday a group of Latinx students from OSU program came to Tillamook County for an outdoor summer STEM program focused on calling in Latinx professionals to help students learn about professional opportunities and the path to pursue them. Mary Faith is hopeful that this program could have development opportunities allowing these students to become our community leaders. This indicates that these programs are starting to be built and we should explore a library connection.

Meeting called to end at 12:21pm