

Tillamook County Library in Person/Virtual Board Meeting, August 19, 2021

Board Members Present: Betsy Chase (Y), Tim Josi (Y), Madeline Olson (Y), Jon Orloff (Y), Teresa Rivenes (Y), Sayde Walker (Y)

Commissioners Present: Mary Faith Bell (Y)

Library Staff Present: Geri Godber (Y), Sarah Beeler (Y)

Guests Present: Ruth LaFrance, Michael Short, Shawn Blanchard

Call to Order: The meeting was called to order at 12:06pm.

Review and Discussion of Levy Rate Options: Shawn Blanchard gave an overview of the revised financial statements showing projections of levy rates at .65, .70 and .75 cents/\$1000. Assumptions included a yearly tax increase of 3%, a 5% yearly increase for personnel services and a 3% yearly increase for materials and services. While approximately \$2.2 million was budgeted for Personnel services for FY 20/21, only \$1,733,786 was spent because of a severe staff shortage. Geri Godber and Shawn Blanchard expect that a 5% yearly increase will be sufficient to cover Personnel Services during the five years of the next levy. The Unappropriated Ending Fund Balance was also discussed. Geri Godber said that after the audit, the building maintenance fund, covering major replacement costs for the Main Library, could be increased. Ruth LaFrance mentioned new services may need to be placed on hold if .65 cents/\$1000 is adopted. Jon Orloff mentioned concerns about inflation. Betsy Chase discussed the bridge plan to get to the 2023 Strategic Plan and how it might provide an opportunity to incorporate findings from a new Technology Plan which may affect the budget. The board discussed levy rate options. Betsy Chase suggested conducting public polling of likely voters to help determine the levy rate. Martha DeLong, CDRI.com gave three reasons why voters support library levies: the benefit to them, the trust they have in the organization, and their sense of personal financial well-being.

Shawn Blanchard confirmed the Tillamook County Library building and contents are insured for replacement value, \$10,992,000.

Mary Faith Bell asked Mr. Short if inflation was factored into the cost projections. He said it was fair to say the projected amounts would be high enough to cover inflation.

The building maintenance fund was discussed. Betsy Chase provided the board with a copy of the Crook County Library Maintenance Review plan, an example of a complete building assessment with projected timelines and costs for major replacements, e.g. roof, mechanical, etc. A study with Richard Turi, Tillamook County Library architect, would cost approximately \$3,000 and could, perhaps, be completed by the October board meeting. Betsy Chase will send Geri Godber additional information on conducting a building study. Mary Faith Bell mentioned Tillamook County is in the process of a wage and compensation study. Both topics will be discussed again at the September board meeting to better understand any potential impact on budget projections for the next five years.

Minutes and Budget: Jon Orloff made a motion to approve the July 15, 2021, meeting minutes. Teresa Rivenes seconded. Minutes approved. Teresa Rivenes made a motion to approve the budget. Jon Orloff seconded. Budget approved.

Director's Report: Please see attached August 2021, Director's Report.

- Three vacant positions have been filled: Marisa Scott, new LA2 at the Garibaldi Branch; Kealani Haines, new LA2 helping with the Bookmobile/courier and Maygen Brogden, new LA1 at Main. The LA2 position at the North Tillamook Library in Manzanita, the LA3 position at Main and the 19-hr. LA1 position at Main are still vacant.
- Work on the 2nd half of the Maxwell Library Park has started.
- A vehicle drove over the curb and ran into the NE corner of the Tillamook County Library. An insurance claim has been filed.

- Neal Lemery resigned from the Tillamook County Library Board.
- There was an incident at the South Tillamook County Library. Police were called but did not respond.
- Staff and patrons are required to wear masks in all Tillamook County Library buildings.
- Staff training is needed. Geri will ask about closing all Tillamook County Libraries for a staff development day once training plans are finalized.
- Summer parades are over.
- Staff are participating in farmers markets.
- All library programming has been suspended due to COVID-19. Virtual programming is encouraged. Also, take and make crafts have been popular and will continue.

Strategic Plan: A 'library use and return on investment value calculator' will be included on the new library website. The 'Strategic Framework, Objectives Through 2022, incorporates items from the Technology Plan and Strategic Plan. Board members will review the draft again before the September meeting and provide any additional feedback.

Commissioner's Update: Mary Faith Bell shared information about the COVID-19 situation which is dire. She reported attending a meeting with representatives from all 36 Oregon Counties, doctors, and some hospitals. Central and Southern Oregon hospitals are currently operating beyond capacity and "boarding" some patients until they find another hospital willing to take their patient. The meeting described the potential "total collapse of the health care system." Hospitals may not be able to provide care to every person who needs it, and mortality rates are expected to increase. Adventist Health Tillamook is operating at capacity and is understaffed. Other units and rooms are being converted for COVID patients. Adventist will not be offering elective surgeries this week or next. Data from OHSU and the University of Washington project the COVID-19 curve will peak around September 7th and will drop off slowly the rest of the year.

Geri Godber reported Tillamook County Libraries will remain open with the same hours. Public computers and printers will continue to be available. Library programs have been canceled. Curbside pickup will continue to be an option for library patrons.

Board Vacancy: Betsy Chase will share library board applications from the previous pool (November 2020) with the rest of the board to consider a candidate to fill Neal Lemery's vacated position.

Next Board Meeting: September 16, 2021, 12:00pm.

Public Input: none

Adjournment: 1:59pm

Sincerely and respectfully submitted,

Sarah Beeler

Edits by Betsy Chase