

Tillamook County Library Board- May 16, 2019

Board Members Present: (y) Shiela Zerngast, (n) Chris Chiola, (y) Cheryl Hantke, (y) Ruth LaFrance, (y) Neal Lemery, (n) Betsy Chase, (y) Sayde Walker; (y) Commissioner Mary Faith Bell

Staff Present: (y) Sara Charlton, (y) Sarah Beeler, (y) Bill Landau, (n) Jessica Darling

Guests Present: Joel Stevens, County Counsel

Call to Order: The meeting was called to order by Neal Lemery at 12:00pm.

Shiela Zerngast made a motion to approve the April minutes. Motion seconded by Cheryl Hantke, all in favor.

Budget Report: Sara Charlton, Library Director, moved more money into digital media services. Digital media services account for 12% of items circulating. Cheryl Hantke made a motion to approve the budget. Motion seconded by Ruth LaFrance, all in favor.

The installation of a baby gate at the entrance into the Children's Room was discussed. County Counsel, Joel Stevens, advised against the installation.

Director's Report: The Book Cart Drill Team will be participating in all of the summer parades except the June Dairy Parade.

Ruth Metz will begin studying the staffing model/structure next week. She will give her report at the June board meeting.

Jessica Darling, minute taker extraordinaire, will be retiring July 23, 2019.

Sara will ask for the vacant part-time LA1 position to be bumped up to a full-time position. Sara obtained permission to ask Debby Riley to come back to work as a retire/rehire. She will help with summer reading and as needed when staff are sick/on leave.

Sara spoke with Andy Long about safety concerns. She will invite him to walk through the building to address safety issues.

Ruth LaFrance suggested a parent safety brochure.

Shiela Zerngast asked Sarah Beeler to document when the Main Branch has had to close early or decline activities or programs because of inadequate staffing levels.

Neal Lemery distributed the next to the final version of the Tillamook County Library Board bylaws. Ruth's suggestions will be incorporated. Shiela Zerngast made a motion to approve and adopt the bylaws as amended. Ruth LaFrance seconded the motion, all in favor.

Other Business: The Tillamook Urban Renewal Agency awarded the Tillamook County Library Foundation a grant for \$49,750. The money will be used for site prep, a retaining wall, power, planting areas and a water feature. The Master Gardeners would like to donate plants and have a planting party. They are interested in incorporating educational plant identification markers in the planting areas. Brad Jacob will be the contractor for the Park. Joe Baldwin volunteered to use his expertise to help obtain plants. Terry Phillips will be installing large pavers which can be engraved with donor information. Three heavy benches will also be

available to purchase for \$1000 each. Cheryl Hantke is working on a Hispanic-style music program fundraiser for the Park. The event will be held at the Tillamook County Library.

La Mexicana will be donating churros. Mary Faith Bell asked if flyers for the event will be bilingual.

Mary Faith Bell suggested a workshop on Kanopy, the new educational movie database.

Public input: none

Meeting adjourned by Neal Lemery at 1:38 pm

Sincerely and respectfully submitted, Sarah Beeler