

## **Tillamook County Library Board Minutes – September 11, 2018**

**Board Members Present:** (y) Shiela Zerngast, (y) Betsy Chase, (y) Chris Chiola, (y) Bob Favret, (n) Cheryl Hantke, (y) Ruth LaFrance (y) Neal Lemery

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

**Guest Present:** BOCC Liaison David Yamamoto

**Call to Order:** The meeting was called to order by Chris Chiola at 12:05 am, Shiela Zerngast participated by phone.

Motion was made to approve the June minutes by Neal Lemery, seconded by Bob Favret, all in favor.

Motion was made to approve the June budget by Neal Lemery, seconded by Bob Favret, all in favor.

### **Budget Report:**

Clock tower repair is done, the company showed great attention to detail and a clear understanding of contracts.

### **Director's Report:**

The Director will attend the Library Director of Oregon's meeting next week.

The Board of County Commissioners approved the closing of the library on October 26<sup>th</sup> so staff can attend the Oceanbook's Conference in Lincoln City that day.

The Director has had multiple contacts with the Tillamook County Futures Council. The Council is checking to see if being involvement with the Library Futures Committee fits within the scope of their mission.

The Director passed around the Library Futures Committee member list. The board was pleased at the broad scope of experience and areas represented.

An increased response to the annual survey, compared to last year, was a direct result of analyzing and responding to our patron's preference for paper format over digital.

### **Scorecard Report, Betsy Chase:**

Betsy began with an overview of the Scorecard. Goals detailed in the Futures Plan are carefully translated into measurable actions to be used as a management tool throughout the year. Multiple meetings are held to review and update it throughout the year. A year end summary is presented to the board.

The board was pleased at how far the scorecard has progressed since its inception. Data is being gathered in a more systematic and successful way and the results are being used for decision making. We have improved in adjusting our system to our population and in getting the word out.

Bob Favret spoke of the evolution of the process. It began with Ruth Metz's initial study, progressed to the Library Futures Committee, and commitment keeps this a living document.

Chris Chiola spoke to the board's commitment to the futures study and process. Instead of sitting unused, the fate of many studies, the library strives to fully utilize the findings. The Library Futures Committee determined what people needed and wanted, figured out how to meet that, and there is ongoing, measurable progress.

Highlights this year include Captain Book, an increased use of data to inform decisions and increased partnerships and the newsletter tailored for ease of use.

Discussion for next year included: Repeating outreach to school to inform them of online resources available to their students, tracking seed program results more completely, how to efficiently track data, a clearer picture of the myriad of partnerships the library is involved in and who that effects, and additional partnerships we may want to develop.

Staff vacancies this year and in the upcoming year will curtail the amount of progress able to be made.

Chris asked the group to read through the document again for future discussion.

An agenda item for the future will be what are we tracking and more strategies for presenting the results.

Meeting adjourned by Chris Chiola at 1:45

Sincerely and respectfully submitted, Jessica Darling

**The next board meeting will be Tuesday October 9, 2018, 12:00pm**