

## Tillamook County Library Board Minutes

February 25, 2016

**Board Members Present:** (y) Shiela Zerngast, (y) Chris Chiola, (y)Betsy Chase, (y) Bob Favret, (y) Jane Spence

**Staff Present:** Sara Charlton, Sarah Beeler, Bill Landau

**County Commissioners Present:** Mark Labhart

**Guests Present:** Belinda Williams, Tom Harmon, Jill West, Rachel Whittaker

**Call to Order:** Shiela Zerngast called the meeting to order at 12:03pm.

**Approval of Minutes & Bills:** Chris Chiola moved to approve the minutes. Bob Favret seconded the motion. Minutes were approved.

Sara is working on the 2016/2017 budget. Extra funds will be set aside to repair/replace the furnace. There is a leak in the irrigation system. A new people counter is needed at the North Tillamook Library Branch in Manzanita.

Jane Spence made a motion to approve the budget and bills. Betsy Chase seconded the motion. Motion approved.

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

Sue Ludington, Washington County Law Librarian, will provide training on databases in the Tillamook County Law Library in March.

Progress is being made on the Bay City lease agreement. Betsy Chase asked about the term of the lease. The lease agreement will be good for 5 years.

Richard Turi, Tillamook County Library architect, conducted a public meeting yesterday to help design the library park.

The Tillamook County Seed Lending Library opened last month. Gail Sargent, staff member, said a patron told her she really appreciates the seeds and how much money she will save this year growing her own food.

Beverly Cleary is turning 100 on April 12<sup>th</sup> and we are celebrating! Daily trivia questions will be posted at each library branch. A movie license was purchased to show *Ramona and Beezus* at the Tillamook County Library, the South Tillamook County Library and the North Tillamook Library. A short 30-minute OPB special on Beverly Cleary's life will be shown before the feature film. Birthday cake/cupcakes will be served on April 12<sup>th</sup> to honor the contributions and international popularity of this beloved Oregon children's author. Sarah Beeler contacted United Paws about hosting an adoptathon event in April in honor of Ribsby and Socks.

The North Tillamook Library Branch in Manzanita is getting ready to reopen after 6 weeks of remodeling/repairs. The Bookmobile provided library services to Manzanita patrons during the closure. The new carpet, countertop, furniture and paint look great! A big screen TV has been hooked up for streaming. The wiring has been updated and keyless door locks are being installed. Books are on the shelves and the remodeled branch looks lovely. North Tillamook Library Friends did a phenomenal job with fundraising. The official grand opening party will be held on March 12<sup>th</sup> at 3:00pm.

The strategic plan emphasizes the role the Library can play to help meet the basic needs of our community. Betsy Chase acknowledged the importance of working with other organizations like C.A.R.E., Food Roots, Oregon Food Bank and OSU Extension to achieve this goal.

#### **Other Business:**

The 2016/2017 budget is due next Friday. Revenue should be approximately the same as last year. Additional funds will be placed in the line item for retirement. Sara asked the Treasurer's Department to separate the line item for programs in order to differentiate between branch programs, teen programs, adult programs and children's programs. Sara is planning to include \$10,000 for adult literacy. Network fees will be increasing and extra money will be put in the line item for utilities. Indirect costs for bookkeeping, accounting, legal & personnel assistance will be slightly higher.

Three major projects are planned for next year: furnace (estimate \$65,000), automatic check in (will be bid out) and the library park. Sara is thinking \$200,000 may be needed for the library park project. The Tillamook County Library Foundation will be thinking of opportunities for people to donate to the park project. Richard Turi received public input at the library park public meeting yesterday. He will provide three design options in April along with cost estimates for each proposal.

Shiela asked about funds for a new Bookmobile which led to a discussion about a new trend in outreach services, sprinter vans. Sprinter vans are large oversized vans that carry 8-10 book carts. Sara will start looking at options for a new Bookmobile when our current Bookmobile has been on the road for twelve years.

Betsy Chase moved to support budget next year as presented and discussed. Bob Favret seconded. Motion approved.

**Public Input:** Jill West thanked Shiela Zerngast for the Board's response and letter. She expressed concern over retrieving 75-100 copies of the Shopper from the recycle bins at the Tillamook Post Office. The Shopper contained the library newsletter. Bill Landau has explored a variety of newsletter mailing options. Betsy Chase said information about public libraries should be distributed free of charge.

**Mark Labhart's Comments:** Commissioner Labhart gave a brief summary of some of the political news in Tillamook County and then he brought up the issue of misunderstanding the roles of the County Commissioners and the Library Board. County Commissioners will listen

and address issues raised at the policy level. Some of the issues raised recently have zeroed down into the micromanagement level. The proper chain of command needs to be followed and issues at the micromanagement level should be brought to the attention of the Library Director or, if it is a staff concern, through the appropriate AFSCME Union channels. The County Commissioners strongly support Library Director, Sara Charlton, and agree with her decisions. Sara will listen and respond to concerns raised and explain her decisions when questioned. Belinda Williams apologized and Jill West expressed concern over Sara Charlton's unreceptiveness to conversations on any topic. Sara Charlton said Jill West has never contacted her. Sara said she did have a meeting with Belinda Williams. Commissioner Labhart said Sara responded to you in writing. He indicated they may not agree with Sara's decisions but the County Commissioners agree with the Library Director and the attempts to micromanage must stop. He reiterated that both he and Sara understand their concerns and they are free to come and talk to him if they have concerns at the policy level.

The new volunteer policy will be in place by April 1, 2016.

Shiela Zerngast adjourned the meeting at 1:30pm.