



Board of Trustees

Meeting Minutes

Thursday, June 9, 2022, 5.15p
Juniper Room
MEETING OPEN TO THE PUBLIC

1. Additions/deletions from the agenda (**ACTION**) Neal
No additions/deletions.
Move to approve agenda: Jerry
Second: Pam
Agenda approved.

2. Conflicts/potential conflicts of interest Neal
No conflicts noted.

3. Public comment: please sign in Neal
Comments concluded at 5:19pm.

4. Consent agenda (**ACTION**) Neal
 - a. Minutes of May 12, 2022 regular meeting
Move to approve minutes: Pam
Second: Jerry
Minutes approved.

5. Reports
 - a. Friends Friends
 - Third Saturday book sale is June 18 in the Broughton Room.

 - b. Circulation services York
 - Our search for a part-time customer service specialist continues. Hopefully will do another round of interviews in the next 2 weeks.
 - Safe Space project update; staff training and visual awareness around the library being a safe space for marginalized populations. Program is sponsored by GLSEN.
 - Pre- and Post- pandemic Memorial Day statistics- we are back in action! Stats from Tuesday after the holiday.

 - c. Public services Witteveen/Briscoe
 - Welcome to Sean Briscoe. Sean is in his second week of work and is doing great with onboarding and getting to know the whole library staff as well as beginning to dig into work with his team of librarians.

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with ORS 192.660.

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- Summer Reading Program is off to a great start! Last week's stats in PS report, all numbers have at least doubled since then! Programs for all ages kick off next week. Thanks to the Friends of the Library and the Ready to Read grant fund administered by the State Library of Oregon for funding our SRP.
- Teen outreach was a big hit this year, thanks to Katie!
- Story time Pause until June 22; a second story time series will be available to families this summer thanks to CCL's partnership with The Children's Forest of Oregon. Thanks, Jenn!
- Adult book club update: using our primary book vendor's services has been a great way to introduce a book club to the library for the first time! Thanks, Amber!
- Big props to Kim for handling special projects on top of end-of-the-year order processing.

d. Director

Witteveen

- Facilities: ongoing HVAC issues. Prineville Heating and Cooling came to the library on 6/9 and got 3 of 4 AC units back in working order. Ongoing concern about "being on borrowed time" and status of heating units come the fall. Facilities department has been advocating for the library to the Court, we are hopeful they will sign off on the work order for a full HVAC replacement (when all components are available, that is...)
- Chamber Perk on 6/10: the library hosts Crook County Foundation as they introduce their new executive director and officially unveil our salmon sculpture in the front planter.
- Awaiting landscaping
- Library budget and overall county budget was approved by the budget committee. Will officially be accepted at budget hearing on 6/15. Link to county budget documents: <https://co.crook.or.us/treasurer-finance/page/budget>.
- April shared upcoming Director projects; updating various documents, overhauling our shared file storage, moving forward with building projects funded by private donors.

e. Financials/Statistics

Witteveen

- Monthly financial report for May was not available at the time of the board meeting; April will share with the Trustees when it is published.
- Nothing big to note on statistics

6. Continuing business

Witteveen

a. Trustee recruitment update

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- County legal team advises the Board of Trustees to create a list of recommendations for the open BoT terms; April has created packets of all applications to give to Trustees for review.
- Proposal of an Executive Session to discuss the applicants and prepare recommendations.

b. Juvenile collections update

- Additional titles from Christian and conservative perspectives are arriving and are being processed for the juvenile collections.

7. New business

Witteveen

a. Welcome Sean Briscoe to the team!

b. Collection Development Policy update (**ACTION**)

- Two changes/updates: removing the language around “harmful” materials and replacing it with language to support the evolving nature of this document. Placing a term on items submitted for Request for Reconsideration: any individual item may go through the Request for Reconsideration process once in a 12-month period.

Move to update Collection Development Policy with changes as noted:

Jerry

Second: LaQuita

Collection Development Policy updated. April will replace online versions and share updates with staff.

c. House Bill 3115 update

- A new Oregon bill supports the right to safe sleep for houseless people. When it goes into effect, people camping on public property can not be ejected from their camp unless they are directed to a formal location that can ensure safe sleep (appropriate shelter, formal encampment, etc.)
- Unsure at this point of the impact on Patron Code of Conduct, which regulates sleeping inside the library but has no statement on sleeping outdoors.
- [Informative article here](#) (but from a Special Districts perspective versus municipalities)
- Jerry Bishop shared information about Redemption House and Regeneration House- possibility to have Cindy Burbank come to a staff meeting.

d. Rural Libraries as Social Support policy brief

- Great report on the benefits of libraries in small and rural communities. Copies available for each trustee and April will share with Court.
- Available here: <https://rurallibraries.org/research-policy-brief/>

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8. Agenda items for next meeting, July 14, 2022 Neal
 - a. Welcome new Trustees and elect 2022-2023 Board leadership positions

9. Adjournment Neal

Move to adjourn: ZuAnne
Second: Pam
Meeting adjourned at 6:34pm.

Meeting minutes prepared by April Witteveen

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