



# Board of Trustees

## Meeting Agenda

---

Thursday, January 12, 2023, 5:15pm  
Juniper Room  
**MEETING OPEN TO THE PUBLIC**

**Join Zoom Meeting**

<https://zoom.us/j/99866683942?pwd=NIRqaDZLWlpVV29lOXR5aU5DOWd2QT09>

**Meeting ID:** 998 6668 3942

**Passcode:** 650501

*RECORDING NOTICE: This meeting will be recorded via Zoom*

Present: Library staff Cindy York and Sean Briscoe. Library trustees Jerry Bishop, Cheyenne Edgerly, Natalie Good, Debra Merskin, LaQuita Stec

**1. Call to Order (5:15pm)**

- i) Additions/deletions from the agenda; approval of agenda (**ACTION**)
  - (I) Approved
- ii) Conflicts/potential conflicts of interest
  - (I) None
- iii) Announcements

**2. Public Comment (5:15-5:30pm)**

- a. none

**3. Consent agenda (ACTION) (5:30pm)**

- a. Minutes of December 8 regular meeting
  - i. Motion: Jerry Bishop
  - ii. Second: Debra Merskin
    - I. Approved: Yes

**4. Reports (5:30-5:50pm)**

- a. Friends
  - i. Puzzles
  - ii. Book Sale
  - iii. Heather Jones: Library day with the Friends of the Library
  - iv. Kiwanis Grant – should be done by the library
  - v. SRP: donated \$4,500 for Summer reading
- b. Circulation services
  - i. Discussed the departure of former Library Director April Witteveen and the impact she had on staff and the Crook County Library.

---

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

The Board of Trustees meets on the 2nd Thursday each month at 5:15p in a meeting room at the Crook County Library at 175 SW Meadow Lakes Dr., Prineville, Oregon. Sign language interpretation for the hearing impaired is available with at least 48 hours' notice.

- ii. Discussed the Winter Reading Program and the successes of the program. More information on the Winter Reading Program in the Public Service report
  - iii. County maintenance replaced all of the pendulum lighting. The illumination has made a huge difference in visibility out in the stacks
  - iv. DPL remodeling their Redmond, LaPine, and Sisters branch. Discussed how this will impact circulation, holds, and staff time.
- c. Public services
  - i. Updated the Library Board on the progress the library is making on the 2019-2024 strategic plan
  - ii. Shared GIS maps on location of library cards throughout Crook County
  - iii. Updated board on the previous and upcoming programs and shared successes from the programs and outreach events.
  - iv. Shared and updated a policy review calendar with the board. The library's management team will be reviewing library policies on a three-year bases.
  - v. Discussed additional ways to connect with the community through different social media platforms.

## **5. Financials/Statistics Review (5:50-6:00pm)**

## **6. Continuing business (6:00-6:20pm)**

- a. Officially reaffirm Board Vote from Dec. 8 meeting
- b. Juvenile Library Card Educational Materials
  - i. Cindy York and Sean Briscoe presented to the board the information that would be used for the juvenile library card education material. This would include, general information on juvenile library card, how to access the juvenile library card account, and how to limit access using online resources.

## **7. New Business (6:20-6:40pm)**

- a. United For Libraries
  - i. The board is interested but would like more information.
  - ii. The library staff will inquire about more information for the board.
- b. 2023 Library Closure Date
  - i. Motion: Jerry Bishop
  - ii. Second: Debra Merskin
    - I. Approved
- c. Jerry Bishop
  - i. More members of the public are attending the library board meeting. He would like to see if it was possible to change the meeting room to the Broughton room.
  - ii. Library staff will look into seeing when the Broughton room is available for upcoming Board meetings.

## **8. Agenda items for next meeting, February 9, 2023**

- a. More information on United For Libraries (ALA) – Cindy & Sean

---

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

The Board of Trustees meets on the 2nd Thursday each month at 5:15p in a meeting room at the Crook County Library at 175 SW Meadow Lakes Dr., Prineville, Oregon. Sign language interpretation for the hearing impaired is available with at least 48 hours' notice.

## **9. Adjournment**

Motion Debra Merskin

Second: Jerry Bishop

(6:16pm)

---

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

The Board of Trustees meets on the 2nd Thursday each month at 5:15p in a meeting room at the Crook County Library at 175 SW Meadow Lakes Dr., Prineville, Oregon. Sign language interpretation for the hearing impaired is available with at least 48 hours' notice.