

CROOK COUNTY LIBRARY BOARD OF TRUSTEES

Meeting Minutes

DATE: NOVEMBER 12, 2015

LOCATION: 175 NW MEADOW LAKES DRIVE, PRINEVILLE OR

TIME START: 6:36PM

TIME END: 8:26PM

RECORDED BY: MARY RYAN

ATTENDANCE

BOARD MEMBERS		STAFF AND GUESTS
David Wise	Chairperson	Camille Wood, Library Director
Jillian Viles	Vice Chair, excused	Barratt Miller, Assistant Director
Becky Bryan	Board member	Cindy York, Circulation Services Manager
Gayle Casselman	Board member	Mary Ryan, Youth Services Associate II
		Nancy Borneman, Guest
		Tom Wilson, Guest
		Bev Moltzau, Friends of the Library board member
AGENDA		DISCUSSION AND ACTIONS
1. ESTABLISH QUORUM	The meeting was called to order at 6:36 pm.	
2. PUBLIC COMMENTS	None.	
3. APPROVE PRIOR MEETING MINUTES	Becky Bryan moved and Gayle Casselman seconded to approve minutes from the October 12, 2015 meeting and the motion was unanimously adopted.	
4. ASSISTANT DIRECTOR'S REPORT	<ul style="list-style-type: none"> There were 28 toddlers at the Wee Read Halloween Storytime. CCL Facebook page has now exceeded 700 likes. Children's room paint and carpet project has been rescheduled for December. Barratt noted key figures from the PEW report on technology adoption. 	
5. CIRCULATION SERVICES REPORT	Cindy reported that DPL has implemented a Hot Title program based on the one put in place by CCL several years ago.	
6. DIRECTOR'S REPORT	<p>Monthly report</p> <ul style="list-style-type: none"> Donation brochures were placed at funeral homes and were well received. A patron had to be restricted and trespassed. A notification letter was sent, but the letter may not have been received because no accurate address information was available. A \$10,000 bequest from the Don and Peg Davison estate was made by their sons, Mike, Dave, and Steve Davison. <p>Financial review</p> <ul style="list-style-type: none"> Highlighted items are annual expenses, such as the Zinio subscription. <p>Facilities update</p> <ul style="list-style-type: none"> The exterior of the library has been repainted. Certain areas of the library have been experiencing problems with Wi-Fi connectivity. IT is working with Prinetime to establish a suitable solution. <p>Policy review</p> <ul style="list-style-type: none"> <i>Social Networking Use Policy</i> – Gayle Casselman moved and Becky Bryan seconded that the board accept the revised policy as presented by staff. Motion was unanimously adopted. 	

	<ul style="list-style-type: none"> • <i>Meeting Room Policy</i> – Becky Bryan moved and Gayle Casselman seconded that the board accept the revised policy as presented by staff. Motion was unanimously adopted. <p>District exploration</p> <ul style="list-style-type: none"> • A lengthy discussion was held about the creation of a special library district including: <ul style="list-style-type: none"> ○ District options, history of library funding, other County districts ○ Tax rates and ballot measures ○ Feasibility statement ○ Campaign and Timeline ○ Costs and benefits of the Special District Association of Oregon • Motion was made by Becky Bryan and seconded by Gayle Casselman to form a subcommittee for the purpose of moving forward with a library district. The subcommittee will meet informally with the county court. The board also approved the director spending up to \$5,000 from the library donation fund for the purpose of engaging professional consulting services regarding the districting process, with monthly accounting reports. Motion passed unanimously. • Subcommittee will consist of members of the board, staff, and Friends. The board asked the director to set up a meeting with the county court in January 2016 at one of their work sessions. • Dave Wise, Becky Bryan, and Nancy Borneman volunteered for the subcommittee; further suggestions will be considered for staff and Friends members <p>County Strategic Plan</p> <ul style="list-style-type: none"> • After reviewing the strategic goals for the County, it was felt that the Museum, Library, and Fairgrounds were not well represented by the overall goals so Camille submitted an additional goal to address this gap.
7. OTHER	None.
8. ADJOURN	There being no further business to come before the board, the meeting adjourned at 8:26 pm.