

Tillamook County Library Board Minutes
Thursday, December 15, 2022; 12:00 p.m.
Hybrid Meeting

Board Members Present:

Jon Orloff, Sayde Walker, Betsy Chase, Tim Josi, Jennifer Byrne, Madeline Olson

Staff, Commissioner, and Others Present:

Don Allgeier, Wendy Stout, Mary Faith Bell, Marisa Graham-Collier, Penny Hummel

Call to Order:

The meeting was called to order by Sayde Walker at 12:03 p.m.

Public Input

There were no public comments.

Approval of November 2022 Minutes and Budget:

Jon Orloff moved to approve the minutes from the November 2022 meeting of the Tillamook County Library Advisory Board. Jennifer Byrne seconded. All were in favor; the motion carried.

Don reviewed the budget in terms of where we are and expect to be. States that our spending is similar to what we have been seeing, with an expected increase in library materials as we move into the middle of the fiscal year.

- We have a new budget that separates programming supplies from programming events and activities; we will need to evaluate how this has worked in budgeting for 2023-2024.

Tim Josi moved to approve the budget as presented; Jennifer Byrne seconded; the motion carried.

Director's Report: Don Allgeier

- We are recruiting for Library Assistant 2 positions for our Courier and Bay City Library. We have had internal and a healthy external response and hope to use this recruitment to fill any vacancies that arise in the next 6 months. Interviews are to take place in January.
- Wendy Stout, Tillamook Main Manager, will be leaving us as of February 1, 2023 due to being unable to find adequate housing in Tillamook County.
- Children's Library- New paint is scheduled for the end of February.
- Building and Grounds- We have discovered new leaks to the building that are being evaluated along with the longer term leaking that has been happening in the bookstore. We are completing an evaluation of the roof and window seals today December 15, 2022. Kevin Jolly of county facilities is working with Don to discuss the building and maintenance report from 2021, working through all the elements listed as well as new elements that have developed since then. We will be needing to discuss the maintenance for the exterior in budgeting for 2023.
- Lucky Day Collection- Has been successful- we are seeing it used daily. We plan to pilot this at Main until late February-early March at which point we will expand to the branches. We are currently finalizing procurement of materials through a leasing program with Baker and Taylor that would allow us to have a higher quantity of popular titles as they are releasing without leaving us with an excess in non-circulating materials as these items become less in demand. This will also involve third party processing which is an area we would like to explore.

- Board of County Commissioners approved the new Policies and Procedures. The next step will be an implementation plan with library staff.
- Data Dashboard- Looks similar to the past few months in general, though we have started tracking Spike, who volunteers 4 hours a week to maintain plants throughout the library. We are in the final stages of installing a volunteer at PC for story time. Jennifer Wells will be leading volunteer planning moving forward.

Strategic Planning:

- Penny Hummel reviewed survey results further in depth, showing an upward trend that speaks well of our last strategic plan and the things that it put into motion.
 - Interest in hotspots vs. using an onsite library computer. We have already increased our number of hotspots and will be useful to look at circulation data in the planning stage.
 - Preferences for how to acquire materials is shifting away from curbside pick up and COVID protocols in favor of browsing materials on-site and in person. The personal touch and expertise of our librarians is appreciated.
 - Overwhelmingly patrons prefer to hear from the library through our emailed newsletter, with Facebook and Instagram being popular amongst our younger community. We will plan for how to best utilize these platforms to engage with specific age groups.
- Penny has a Strategic Framework flyer that highlights new and improved services in 2022. We will look into adapting this information to put into the column with the Headlight Harold and an expanded distribution plan for a physical flyer to provide during meetings and in person encounters so that the information is widely available.
- Targeted Outreach- discussed various local groups that we can and should partner with, this will be explored more during strategic planning.
- Expect More: Demanding Better Libraries for Today's Complex World (Second Edition). Physical books will arrive December 16, 2022 and we have a copy for each board member. We will start discussing content in February. Penny is also looking for literature on how COVID has changed the way we live and the implications for library service.
- First Strategic Planning Meeting will take place at Tillamook Main, Thursday January 19, 2023.

Business Items:

- Betsy Chase: This will be Betsy's last meeting. We thank her for 9 years of service.
- Board Calendar for 2023: Approved unanimously.
- Jon Orloff's Foundation Update- There was no meeting this month, but the foundation has been actively working to fix the heat pump and building foundation at the Rockaway branch. They are working on securing grants to fund the needed repairs and moving forward on the heat pump immediately.

Happy Holidays!

Future Meeting:

The January 19, 2023, meeting will be a hybrid meeting, with some of us meeting in person, but with an online option to join in.

Adjournment: Sayde Walker adjourned the meeting at 1:27 p.m.

Minutes Completed by Marisa Graham-Collier