

Tillamook County Library Board Minutes
Thursday, July 25, 2024; 12:00 p.m.
Hybrid Meeting

Board Members Present:

Sayde Walker, Madeline Olson, Jennifer Byrne, Jon Orloff, Romy Carter

Staff, Commissioner, and Others Present:

Don Allgeier, Luke Kralik, Jenn Wells, Marisa Graham-Collier, Mary Faith Bell

Call to Order:

The meeting was called to order by Sayde Walker at 12:00p.m.

Public Input

April Bailey was virtually present to address the result of her appeal for removal of two books from the children's department, that she feels are pornographic. She states that she feels that Don's response to her reconsideration request was unethical, and that the way policy is currently written puts the director and the community at odds so a policy change might be in order. She states she feels our policy should not involve American Library Association (ALA) standards, but instead should be based on the values of Tillamook County, given that ALA states that there should be 'no limit of access to materials by age' which, she believes, does not protect child innocence. She would like the Library Board to reconsider the policy.

Approval of June 2024 Minutes and Budget:

Meeting minutes for the June 27, 2024, Board Meeting of the Tillamook County Library are approved unanimously with amendment Jennifer Byrne's name be removed from the list of present board members.

Budget and Spending Report:

We are going to have a final summary of the budget in the fall, but this is nearly complete. We were underspent on the budget, largely because of staff vacancies. We were on target with most of the spending that we had and items that were underspent were balanced out by other departments that were overspent.

Sayde moves to approve, Jennifer Byrne seconds, and the motion carries unanimously.

Director's Report: Don Allgeier

- We are happy to report that we have welcomed a new custodian, Kelly Woodke, and a new Bookmobile LA3, Kathy Schwabe, both having started on July 16, 2024.

- We are negotiating the contract details of exterior façade work to be done by Tremco and hope to have a contract for the board to review and consider in early August. We hope to have the contract resolved next week so that the work can be done prior to the fall rains. We will stay open throughout the process, though there will be some scaffolding over the entrance to the building.
- The library received the results from the staff engagement survey. While there continued to be a strong response regarding professional purpose and opportunity, we did see declines in overall job satisfaction specifically related to work appreciation and inclusion. Our management team has begun meeting to discuss a plan to address areas of concern from the survey.
- Summer Reading is wrapping up.
- We will be having the Oregon's Dino-Story display from the University of Oregon in the vacant magazine display area.
- We held a reading of the Declaration of Independence in Maxwell Library Park on the Fourth of July. We had a good turnout and found the event successful enough to make it an annual event.
- We had the first two Summer Music Series performers, starting on July 5th, and look forward to more performances every Friday through August 30th. Weather was a challenge for the first performance, with sunny 90-degree day, so were able to set up some canopies which we will plan to do for the event moving forward.
- The Oceanbooks consortium is working on the move to the Bywater Solutions consortium for KOHA funded by the LSTA grant with the migration beginning in September through March.
- ADA doors are scheduled to be installed at Pacific City in August, thanks to the Tillamook PUD grant and efforts from the South County Library Club.
- Jennifer Byrne asks for a new roster of library employees given the amount of turnover. Don will email board members a list of our current employees with job titles.

Data Dashboard

We are steadily working through the previously mentioned statistical issues and we are getting close to having a good set of data. The holds should be accurate now and have been updated for previous years to reflect the data metric we will be using moving forward. Participation in our volunteer program is steadily increasing and we are continuing to have good attendance at programs. We will have some additions to available data next month as we have added a few databases.

Materials Reconsideration Appeal Update

Sayde thanked the board for their thoughtful and prompt responses. There was a unanimous conclusion that Don followed library policy surrounding materials reconsideration requests and will uphold his decision regarding the books in question. An emailed response to appeal was sent to April Bailey earlier this week.

Foundation Update

The foundation has affirmed that they will support the Shakespeare in the Park program. We are grateful to the foundation for covering that cost so that other programs are not negatively impacted by the higher costs associated with this program.

Commissioners Report:

Mary Faith Bell looks forward to tomorrow's Summer Music Series as well as the upcoming Shakespeare performances.

There will be another 'Great Oregon Shakeout' drill on October 17, 2024, which will include a Tsunami Evacuation Drill. The Library Parking lot on 3rd is an evacuation meeting location. There may be opportunities to partner with the library to provide further information to the public about tsunami risk.

The Tides of Change board meeting last night involved a conversation with a staff member talking about her job indicating that they have bilingual staff and people come to them for help outside of the scope of their focus of domestic violence, highlighting the community needs for basic translation help for general issues. Mary Faith Bell is interested in seeing if the library can fulfil this role with a monthly meeting for drop-in assistance with basic translation help. Don states we can connect with Joe about this to see what we can develop to meet this need and will plan to reach out to the Tides of Change team to inform of our offerings once we have something established. Romy says Food Roots is moving into the building next to us and they will have Consejo Hispano office space which could create an opportunity for partnership.

Strategic Plan Dashboard

- We are getting to a point where the stats are consolidated so we plan to have a new presentation on those data points. Don appreciated receiving some volunteers to discuss KPI's and will set up meetings in the future around that.
- We will have an update on the capital plan later in the fall.

Business Items

- Strategic Implementation Plan: Year two plan has been presented in the board packet. Don is requesting a full review and approval by the next meeting in August. Some items from year one have been rolled into year 2 as well as some items have changed as we go. We are continuing to develop programs around Spanish speaking library users. A lot of the first year was getting our Spanish speaking librarian, Joe, on board and organized. Now we are moving to updating the collection, having a solid Spanish programming plan, exploring new opportunities like MFB's suggestion, as well as providing signage in Spanish that makes navigation of the library and library resources easier.

- We are continuing to work on the Adult Literacy Program, which Jenn will be developing and presenting on later in the year.
- We are continuing to refine the volunteer program.
- We are also working on an evaluation tool for our programs which will be tested with the Summer Music Series.
- One of the big items this year is the bookmobile replacement with the hope to complete by the end of this fiscal year.
- We did not make it far in extension of services beyond PC for south county so we plan to reengage with that this fall.
- The collections management plan is data driven and Courtney will be working on building that system.
- The move to KOHA becomes a reality this year. We are happy to have Danielle on board to analyze needs for the change to be effective. We have a number of learning opportunities to understand the capabilities of KOHA coming this fall.
- The 'Lets Talk About...', Speed Friending, and Oregon Humanities Conversations are coming soon.
- We are looking at figuring out a chromebook checkout service that allows for more flexibility to meet the community needs.

Madeline asks if there will be bilingual signage at branches as well as at the main branch. Jenn states there should be, Don states we are still in the planning phase, with communications to be had with the branch employees soon.

Mary Faith Bell says the internal results of Gallup survey dropping might lead to consider an internal goal regarding employee engagement being added. Don states the plan has been focused on external results, and he does wonder if there are other internal processes wanting to be addressed. Luke, Jenn and Don are going to develop a plan to present to the board, though it may be reported outside of the strategic plan.

Board members are to look over the plan and email a response to Don regarding anything that we might need to add, specific areas of focus, etc. by Aug 15 to make sure we can add any talking points to the agenda for the August Board meeting.

Meeting adjourned at 12:46pm