

DESCHUTES PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

August 19, 2009

La Pine Public Library

ATTENDEES

Present were Board Members Ann Malkin, (President), Pat Lawrence, George Riser, Ray Miao, and Beth Pearl-Gent.

CALL TO ORDER

President Ann Malkin called the meeting to order at noon.

Assistant Director Sandy Irwin introduced Colleen Galvin as new La Pine Branch Manager. Colleen Galvin introduced Josie Hanneman as new Teen Librarian for south Deschutes County.

MINUTES

The minutes from the July 22nd meeting were approved by consensus after two corrections:

- 1) Pearl-Gent served two years as President. 2) Resolution to purchase a courier van – added “not to exceed \$32,000” in the approved motion.

PUBLIC COMMENTS: None

RESULTS POLICIES

La Pine Community

Dan Varcoe of the La Pine Chamber of Commerce provided an overview of the La Pine community. Dan thanked the library for their involvement with the community.

- Partnering with the Ford Leadership Group which is knitting the community together
- Street lights project on Huntington Road. Cost = \$5,250 each – Mid-State Electric is contributing \$1,250 per light. Currently able to get six lights.
- Cascade Lakes Run – Received \$4,300 in donations for non-profits
- McDonald’s ribbon cutting on 8/25
- La Pine Community Health Center grand opening and open house on 8/29
- New elementary school is being built
- La Pine turns 100 in 2010

La Pine Friends Update

Shelley Miesen has been the Secretary for past 8-9 years

Opened the Book Nook in July in the Friends storage area of the library. This replaces the three annual book sales previously held.

Small membership – looking at ways to increase membership

Trends at the La Pine Library

La Pine Branch Manager Colleen Galvin provided an overview of trends at the La Pine Branch Library:

- Cathy Zraggen, Supervisor in La Pine, celebrates 10 years with the district
- Adult circulation up 3%
- Children & teen circulation up 12%
- Adult programming increased by 40%
- Attendance remains steady
- Volunteer hours up 14%
- Teen author visit went very well
- 65 school visits over the last year
- Partnership with JBARJ alternative high school
- Partnership with the La Pine Community Action Team to work toward creating a teen center
- Galvin would like to begin dialogue with the schools regarding early release Wednesdays

East Bend Library Services

Assistant Director Kevin Barclay provided a power point presentation about services to East Bend. The following are some of the highlights:

Libraries as a Third Place – “Enriching Lives”

Library – Center of Community

more access
more relevant programming
more relevant materials
more relevant services

Growth: Bend = 48% over last 8 years Redmond = 89% over last 8 years

Facilities Standards (sq ft/capita)

OLA Standards: DPL is approximately 25,000 sq ft below the threshold (lowest) standard.

National Standards: DPL is approximately 80,000 sq ft below a national average of state library association standards.

Planning:

demand & the times
act local, think global
build on momentum
funding & sustaining

EXECUTIVE LIMITATIONS POLICIES

Resolution Authorizing Signatures

The Board reviewed the resolution authorizing signatures for checks and warrants for the 2009/2010 fiscal year. This replaces the one signed in July due to Malkin's absence and her signature as President is required on the resolution. George Riser moved that the resolution be approved with the correction that only warrants require two signatures. Ray Miao seconded the motion, which passed unanimously.

Resolution Authorizing Adjustment to Grant Fund

The Board reviewed the resolution authorizing adjustment to the Grant Fund. Adjustments to the grant fund for fiscal year 2009/2010 are as follows:

- LSTA grant awarded was higher than anticipated
- Cash carried forward for Ready to Read 2009 was larger than anticipated
- Larger balance for Ready to Read 2009 results in increased interest accrued
- State funds for Ready to Read 2010 is larger than expected

Beth Pearl-Gent moved to approve the resolution authorizing adjustment to the Grant Fund. George Riser seconded the motion, which passed unanimously.

Management Practices Monitoring Report

Library Director Todd Dunkelberg reported that the District is in compliance with the Management Practices Executive Limitations policy.

Board members discussed the list of partnerships. The District has hundreds of partnerships with area agencies, ranging from branch-level collaboration to formal regional partnerships with neighboring libraries and school districts. Board members expressed the desire to include more narrative regarding the nature of two or three partnerships to better understand the relationship of the partnerships with the District.

Human Resources Manager Marian Thomas, and Assistant Directors Sandy Irwin and Kevin Barclay provided an overview of the district's annual accountability session this year which focused on potentials and perspectives. The potentials session provided opportunities for staff to identify roadblocks and innovations. The perspectives session provided staff with information on their preferred styles of working and interacting. It also provided a stronger sense of how others might perceive them.

Pearl-Gent moved that the District is in compliance with the Management Practices Executive Limitations policy. Ray Miao seconded the motion, which passed unanimously.

Fall Retreat

Topics for discussion include:

- Growing the reserve fund – have someone from outside the system evaluate our planning process
- Re-adjust our thinking of how to grow a fund
- Management Practices
- Meeting format

Director Dunkelberg will contact board members to set up a date in late October/early November

American Library Association Conference

Ann Malkin debriefed the board about the sessions she attended at the annual American Library Association conference:

- Focused on facility-type programs
- Different delivery systems
- How to use space vs. anticipated usage

LIBRARY NEWS

Director Dunkelberg provided an update on upcoming library events:

- Finished the formal audit process – carried forward more than anticipated
- Major carpeting projects coming up in La Pine, Sunriver, and Redmond branches
- Rock band performing in the Bend Library
- Crime Author Phil Margolin will be doing a reading and book signing as part of our Celebrate Oregon Authors year-long series
- District Walk-a-thon – this year we will walk a virtual Oregon Trail
- DPL was included in the Top 100 Non-profit organizations to work for in Oregon. The Oregon Business Magazine will publish the list in the October issue.
- DPL staff day is October 26th

SELF-REVIEW OF MEETING

Board members expressed appreciation for the presentations given by Dan Varcoe of La Pine Chamber of Commerce; Assistant Director Kevin Barclay on East Bend Services, and HR Manager Marian Thomas, Assistant Directors, Kevin Barclay and Sandy Irwin for Management Practices.

As there was no additional business, the meeting was adjourned.

ATTEST:

Todd Dunkelberg
Library Director