

DESCHUTES PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

September 16, 2009

Sisters 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.

MINUTES

The minutes from the August 19th meeting were discussed. Lawrence questioned a sentence on page three under Management Practices Monitoring Report regarding partnerships with the District. The following sentence is too vague and needs more clarification – changes are included: *Board members expressed the desire to include a description of more narrative regarding the nature of two or three partnerships to better understand the relationship of the partnerships with the District.* George Riser moved to approve the minutes with the change. Ray Miao seconded, which passed unanimously.

RESULTS POLICIES

Education Program: Susan Schneider, Oregon Community Foundation

The Deschutes Public Library Foundation invests funds through the Oregon Community Foundation. Susan Schneider provided a brief overview of OCF:

- There are 800 community foundations around the nation
- OCF ranks 5th in size in the nation
- Endowments are invested
- The investment committee is comprised of volunteers
- Schneider highlighted grants available for Latino partnerships
- The OCF offers “Community 101” – a philanthropy course for high school students
- OCF is currently supporting their Regional Action Initiative in which six regions (counties) will receive \$1 million

Susan also provided information on upcoming programs the District or Library Foundation may be interested in attending:

- ✓ October 29 – all day training
- ✓ November 6 – Grant Seekers Conference (How to Access Stimulus Money)
- ✓ November 7 – Board Training

Education Program: Aaron Switzer, Deschutes Public Library Foundation

Aaron Switzer provided a brief overview of the Library Foundation. The Foundation is currently working on a grant to hire a grant writer with the goal of securing funds to add a paid staff position. In addition, the Foundation is currently working on improving communication with the Friends of the Library Groups. A newsletter from foundation in conjunction with Friends of the Library groups will highlight events and initiatives of each group. The Foundation has offered to add a representative from each Friends of the Library to the Foundation Board.

In the coming year the Foundation will be targeting fundraising to support Novel Idea programming, summer reading programs and outreach programming targeting improving services to Latinos. The Foundation relies on promoting membership at events, direct charitable donations and corporate sponsorships to achieve fundraising goals.

The Foundation is sponsoring the Novel Idea Unveiling on October 17th at 7:00 p.m. This year's event will be open to the public.

Education Program: Kathi Johnson, President, Sisters Rotary

Kathi Johnson provided a brief overview of the Sisters Rotary. Rotary International focuses on programs that support literacy. There are two projects that Sisters Rotary partners with the library:

- ✓ The annual Halloween Parade. Over 300 children parade through the town and trick or treat the merchants. They also bring a can of food for registration hence providing a benefit to Food Pantry.
- ✓ First Grade Book Project. Each first grade student receives a book.

Sisters Friends of the Library Update

Sisters Friends of the Library President Jim Anderson discussed the strong support in the community for the Friends group. The Friends have a very active group that has been very successful in raising funds through their book sales. They are proud to have the largest membership of all Friends groups in the county. This year the Friends gave \$10,000 to Sisters Library for a Computer Lab. The group also sponsors an annual scholarship program named in honor of Peg Bermel.

Trends at the Sisters Library

Sisters Library Branch Manager Peg Bermel presented an overview of local trends. The Sisters library experienced growth in the following areas in the past year:

- The Sisters Library circulated 125,000 items in the last fiscal year, which is up 7% over last year
- Circulation of children's items increased by 2-3% circulation
- Circulation of adult items increased by 5%
- Attendance remained steady
- Cards issued up 1%
- Volunteer hours up 6%

The Library is an active civic center. The goal of the Sisters staff is to create a 3rd place for citizens. Below is a list of some of their successful initiatives in the past year:

- Library held 2nd annual Adult Summer Reading Program. 51 joined (21 last year). 411 books read (111 last year)
- A series of adult programs organized by Community Relations is popular
- The Library sponsors a book club called “Good Chair Great Books” – beginning to see momentum
- The number of teen programs increased by 10% - attendance down due to transition of Redmond Teen Librarian
- The number of children’s programs increased by 8% - attendance increased by 10%
- The Library held an evening pajama party
- More families from Latino community attending story-times
- The Library partnered with Bi-Mart and the Unemployment office to receive employment applications for the new Bi-Mart store
- Library Linx in Sisters Schools was discontinued due to schools not being able to meet minimum qualifications – a result of the school district having a \$5 million shortfall and media specialist hours were cut back. Schools are still getting exposure through visits from library staff promoting library services. The Board applauded the decision to stop services for now with the hope that the School district will realize what a valuable service Library Linx provides.

Bermel also focused on the state of the Sisters community. The Sisters area has been identified as a “distressed” community. Bermel relayed some significant statistics:

- Enrollment in area schools is up by 20 students
- 25% have a bachelor’s degree
- The unemployment rate is 12.10% compared to 5.7% last year
- Per Capita income is \$17,800 (\$19,000 benchmark)
- 10.4 percent of the population is living in poverty
- There is little or no affordable space to bring in businesses
- There is little or no affordable housing
- Average house cost \$200,000.00 – down from \$300,000 last year
- 67% of the working force commutes to Bend/Redmond

Growth is still expected, however, at this time no new construction is underway. Bermel shared some of the areas planned for development. She also highlighted major business changes over the past year:

- A 400 unit development on the North West side of town – beginning price \$169,000. 10% will be for Habitat for Humanity
- Resort development on 2,000 acres – working with Deschutes Land Trust
- A mixed retail and residential development (243 town houses or apartments) is planned on the north side of town
- Ray’s Grocery Store remodel is complete
- South Valley Bank opened
- Bi-Mart opened
- Transportation still in discussion
- City Administrator Eileen Stein says they are in the adoption stages of Housing Development Plan

EXECUTIVE LIMITATIONS POLICIES

Monitoring: Treatment of Library Users

The Board discussed the Monitoring Report on the Treatment of Library Users Executive Limitations Policy.

District managers are required to respond to suggestions within two weeks. Suggestions and responses are summarized in a quarterly report submitted to the Library Director. The Board would like to see examples of suggestions and what action was taken.

The District has not received any grievances over the past year. The District has not received any negative comments on adult programs.

Beth Pearl-Gent moved that the District is in compliance with the Treatment of Library Users Executive Limitations policy. Pat Lawrence seconded the motion which passed unanimously.

Library News

Peg Bermel is celebrating 30 years with the District and will be retiring April 1, 2010.

Philip Margolin will be at the Bend Library Sept 18 at 6PM and at the Sisters Library, Sept 19 at 1PM. This program is part of the Celebrate Oregon Authors series.

Hispanic Heritage Month is from September 15 through October 15. The library will be sponsoring over 50 programs throughout the month.

Oregon Business Journal will be hosting the 100 Best Non-Profits Awards Dinner in Portland on September 29th. The library is in the top 100.

Novel Idea Unveiling – October 17 at 7PM

Staff Day – October 26 at Eagle Crest

The Board will hold a planning retreat on October 30th from 10AM to 2PM.

BOARD MEMBER COMMENTS AND SELF-REVIEW OF MEETING

- Congratulations to Peg Bermel on 30 years with the District
- Appreciation for all educational program presenters

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

ATTEST:

Todd Dunkelberg
Library Director