

**Wasco County Library Service District  
Board Meeting  
September 17, 2024  
The Dalles Public Library and via Zoom**

**Board members present:** Rita Rathkey, Mary Beechler, Corliss Marsh, Dave Mason, Tina Coleman

**Staff members present:** Jeff Wavrunek, Valerie Stephenson, Sarah Tierney

Meeting called to order at 4:34 by Dave Mason

**Minutes:** Corliss moved to approve the minutes from the July 2024 meeting as presented, seconded by Mary Beechler, minutes were approved

**Visitors and Interested Parties:** none

**Directors Reports:**

Maupin – SRP went really well, 59 registered, hosted 9 weekly craft projects, 6 educational/cultural performances, all in all, kids participated 328 times over the summer and 16 of them turned in completed summer reading logs; which was a huge improvement over last year. The kids were very engaged and involved this year with the summer reading.

Just completed this year's South Wasco Community Reads program; we gave away 60 copies of Eileen Garvey's new book, *Crow talk*. She was here September 14<sup>th</sup>, we had 20 people show up for that event. She was very interesting to talk to, have received a lot of good feedback about that.

Kids are back in school, we've had teachers bringing the kids down to the library; we're getting a lot more buy-in from the school, with teachers using the library with their classrooms, coming to study, check out book, or whatever.

The new assistant, Katie, is doing a wonderful job; Valerie is so proud of her and so happy. She's diving into the storytimes, creating themes each week with activities around each of those themes. For example, this week she's reading stories about bedtime routines, and is encouraging kids to wear their pajamas to storytime, and to bring their teddy bears with them.

We've got the Oregon Humanities "Dear Stranger" project going on, one of 19 participating libraries across the state doing this. Dear Stranger is a recurring letter exchange program that connects Oregonians through the mail to share experiences, beliefs and ideas. They've been doing this for about 10 years, you just write a letter to somebody, you put it in the box, you can include pictures or whatever you want in with you letter, and it goes out to somebody. They get your letter and you get a letter back. They're sort of working with the theme of the 250<sup>th</sup> anniversary of the signing of the Declaration of Independence. They are trying to say what they would like to see in the next 250 years, and "what does Oregon mean to you."

Getting ready for Banned Book Week next week, which is always one of Valerie's favorite library holidays. There are four new members on the Foundation Board, that's been growing. Upcoming events, on October 4<sup>th</sup> there will be a live history presentation, which was a Wasco County Cultural Trust grant project for the year. It's an immersive dinner theater, sort of part theater part escape room. You have to help the actors solve the mystery of who the local historical figure is. They customize it to fit your town's local history. Registration just opened today, and there are already 11 people signed up; there is a maximum of 30 spaces available, may have to talk them into doing a second performance that afternoon if it keeps filling up like this. Also, in October we are participating in the Get Ready South Wasco. We'll be preparing "go bags" for kids, in case of wildfires. In the process of trying to find a sponsor in support of purchasing things for these "go bags" for kids.

Dufur – Regarding additional hours, still in the process of working that out, the hard part is that it's not a lot of hours, so finding somebody who's willing to work, or can work, that small amount of hours. Micah was supposed to have an appointment last week, she couldn't make it so she went today after work. Every time she asks, she gets told that they'll let her know if she goes over her hours. We sort of game planned, and came up with some different terms she can use. We're looking at 4 hours on Saturdays, there are still some concerns we have to work out, such as the custodial staff only works during the school hours, so there's nobody to shovel snow, if it snowed on a Saturday. Or, if there is an emergency, there is only one person in the building on a Saturday. We have to work through some of those things. But it is a work in progress, and finally going someplace.

The fiber arts program is doing really well on Tuesday nights; its been well attended. There's been a lot of diversity that has come in, needle felters, cross-stitchers. Its been really cool, they're really enjoying it.

The summer reading plan was hit or miss this year. Part of that is that every year the school seems to end up as a fire camp. Because of that the event with the Museum of Natural and Cultural History had to be cancelled. There were a couple of programs that we paid a lot of money for, which is great when you get a large audience, but not when only 5 or 6 people show up. Rita and I have been chatting just a little bit and doing some brainstorming; and we're going to look at my schedule, and just not going to do all the big ones if I'm only going to get 5 kids for it. It wasn't a bad experience, just a learning experience for sure.

Kristen and I chatted a little bit last week about the new van, and that is super exciting. She might be bringing things out for Micah for Potlatch. I don't think it's going to be a big asset for Dufur during the school year, but it will be during the summer when we have such limited hours.

Since school started, we've been having a teen tutoring on Tuesdays. Right after school there's been kids coming in and working together. It's been really cool watching those kids that are in the leadership positions taking on those duties and helping other kids out. We are partnering with the after-school program to help those kids with maybe overdue books or big fines, trying to find ways for them to get resources also.

There followed a couple of questions from board members regarding programming numbers; and summer reading program attendance. Sarah was able to clarify to everyone's satisfaction. Tina asked about the progress with the outside book drop; Sarah is going to talk to the City of Dufur again regarding that. Tina thought that during earlier discussion about that and Saturday hours, with Mrs. Whitley and Mr. Henderson that there had sort of been a plan made. Maybe they need that little nudge to remind them. She felt that it had been talked through pretty thoroughly during her meeting with them a few months ago. Sarah said she had not yet heard anything, and Tina agreed to check in with them and see what was going on.

Mary asked about the possibility of using the summer reading funds during a time when there is a captive audience, like maybe at the start of the school year. Sarah explained that she tries to do things during summer school, because then she has a captive audience then too.

The Dalles – It has been busy, there have been two open positions; have been doing interviews, checking references. We're seen as a good place to work, we had over 100 applications. For the new teen/children's position we hired Jill Bingham; she's got a great background, and is a former first grade teacher. She's doing fantastic, a hard worker, and has a lot of great ideas. We also just hired Ambrielle to fill the front desk/teen position. We had had a resignation about a month and a half ago, leaving that position open. Ambrielle was already working here in a page position, and staff is thrilled that she is now going to be here full time. She's got a lot of tech skills, and fits in great with the staff. Of course, this now leaves us with a library page position to be filled.

Our summer reading program went really well. We had hired a teen intern over the summer, her name was Ayla, and she worked out really well. She did a butterfly taxidermy workshop, which was wonderful.

One of the programs we had was an aerial arts demonstration, the person brought in their own equipment, and did an aerial acrobatics demonstration, using scarves. **NOTE TO JEFF, YOU WERE TELLING THE BOARD THAT THIS WAS THE LOCAL PERSON, AND APPARENTLY SOME OF THE BOARD MEMBERS KNOW HER. BUT IT WAS NOT, THIS GROUP THAT CAME IN WAS FROM THE PORTLAND AREA, OR I THINK THAT'S WHERE THEY WERE FROM. RONELL MASTERS,**

**OUR LOCAL PERSON, STOPPED BY TO DROP OFF BOOKS DURING THEIR PERFORMANCE, AND STAYED AND TALKED TO THEM, BUT WE DEFINITELY DID NOT HIRE LOCAL.**

Kirsten Wells, who does the newsletter, also offers a second Saturday Storytime. She recently did a shark themed storytime; her daughter, who is studying oceanography, came in and talked about sharks, and had all sorts of shark teeth, jaw, etc. Corina, our cataloger, dressed up in a shark costume. Just this past Saturday Kirsten did an apple themed storytime.

The big event coming up is in October, the *Princess Bride* Community Reads. You can see in the foyer some of the events. There is going to be a Princess Bride themed paint night with Danae Manion. There is also going to be a watercolor event that Abbey is facilitating as well. There will be a lot of other events going on throughout the month. Starting October 1<sup>st</sup>, we'll start giving away copies of the book; and it is also going to be available on Libby, so you can download it as well.

In late October, Abbey, like she did last year, is going to turn the makerspace into a haunted house. She's got some great props she'll be using to give patrons a scare.

We're starting a new book club, called The Swoon Society (**Jeff, you faded out here, I could hear you talking, but not what you were saying; but something about chat gp?**) Staff thinks that AI chat gp is really great .....

**You were saying something about Corina's book club?**

**Old Business:**

a. Jeff's evaluation: city manager update, process, goals

Dave spoke with Matthew Klebes, expressing how disappointed the Board was that they were not included in the process. Matt was receptive, and agreed that the Board should have been providing input. The evaluation is usually done in June, and Matt is open to the Board using whatever format they want to use and give input. The Board needs to do this by May, so that it can be submitted in June.

b. Website (minutes & board roles updated)

In looking at the website, it was noticed that everything had been updated, and was now current.

c. Carpet, HVAC, van

Carpet – is done, and looks great; the new books and the local history/genealogy collections were switched around, moving the new books up front where they are more readily seen. Where the audiobooks were housed is where the privacy booths will be placed, the empty bookshelves will be removed. Just heard today that the booths have been shipped to Portland. Then they will be brought here and assembled.

HVAC – they’re working on putting together a request for proposals.

Van – supposedly, as of last Thursday it was ready to go and get wrapped; should be close to done. Mary pointed out that the Board had made a motion that they wanted to meet with the company to find out why it was taking so long. Jeff had made the decision that since it was so close to being finished, not to request the meeting. Mary said that she understands that Jeff made the executive decision, but the board should have been advised of this. Dave said that he and Jeff had discussed this, and Dave agreed with Jeff’s decision to cancel the requested meeting. Mary said that was great, as long as there was Board representation. Mary made a motion that there be some sort of celebration showing off the new van. Jeff said that Kristen has talked about doing something at each location she would be visiting. Dave said that he seconded the motion of having a “rolling” ceremony dedicating the new van. The vote was unanimous.

d. City policy on security cameras

It hasn’t changed, they don’t want the Board creating a policy on a City owned building. There followed a discussion regarding a security camera policy; with board agreeing that the policy that Dufur Schools has would also apply to the Dufur Library, and the policy that the City of Maupin has would apply to South Wasco Library. The policy that the City of The Dalles has would apply in The Dalles. There was concern about each location having a separate policy; however, it was agreed that District could have a policy that states that it defers to the owner of the building.

e. Shaniko

How are we going to service them? There is hardly any usage. At this time we are paying the propane bill, which is about \$1,600 a year, and about \$100 per month for internet services. Jeff thinks that the internet needs could be better served by having a hotspot and Chromebook available for use, and get rid of the desktop computer. Mary Beechler referred to the mission statement, which lists only 3 libraries. It’s not how we serve them, but if we serve them; and we’re already serving them, they have access to the Maupin library. There was a brief discussion about not putting something back into a place that has already been broken into and vandalized. It was then mentioned that we don’t offer this type of service to Tygh Valley or Wamic, or any other small areas. The van will fill this need, it acts as its own hotspot, and could also have hotspots and Chromebooks for people to check out. Dave supports Mary’s argument, that we have three primary sites, and a mobile van. After much discussion, Corliss Marsh moved that in accordance with the mission statement, the library district provides services to our three locations, Maupin, Dufur and The Dalles. Any outlying areas will be serviced by the new bookmobile. This motion was seconded by Tina Coleman. The vote was unanimous.

## **New Business:**

- a. Annual calendar: Jeff's evaluation in August, board input to City Manager by July (board can use own format) review Mary's draft

Dave suggested that the evaluation input be done in May, and submitted to the City in June.

Other items for the calendar: Dave had a couple of things - Board member evaluations, we've got that in May, which is good, because in June we are looking at the terms of the current members, and in July would be our annual meeting, and the nomination of chairman and vice chair. On goal reviews, when are we setting our goals? He suggests setting the goals in September, with a review mid-year, and again in June, before the annual meeting in July. Mary pointed out that setting goals early would help Jeff when planning his budget for the following year. Dave suggests that under the August column, it be noted that usually there is not a meeting during that month. They talked about Bylaws review, and it was decided that the best time for that would be in July, after the new officers have been chosen. Regarding policy reviews, a workshop that Mary attended at OLA suggested that policies be reviewed every three years. This would mean reviewing four policies a year. Mary suggests that the mission statement be included on every agenda; this way they are reminded each time of what the mission is, and if the public are ever involved, they would see what the Library District's mission is.

- b. First reading new policy on library materials challenge policy

Mary and Rita both have wording concerns on this policy. Under part 2 rules and regulations, the next to the last sentence, "District library materials shall not be removed because of partisan or doctrinal approval." Mary wonders how you define "partisan" or "doctrinal" as that seems rather vague. Rita's concern was in section 3 under procedure, it says "conforms to the standards of materials selection;" she just wants it to be more specific, maybe refer to the policy. Under section 5 of that procedure, the timeline mentioned is way too short for proper review; it needs to be more than 14 days, so that everyone involved has enough time to read and review the item in question. Board members thought that 30 calendar days from the date of request for reconsideration would be more appropriate. Otherwise, you're rushing into a decision, and buying into their anger. Corliss thinks that the sentence that Mary was concerned with could be removed, as it is covered elsewhere; others agreed with this.

- c. Conflict of interest training

The library Board was the only board attending. It was interesting, and very informative.

**Financial Review:**

Board members did not receive a copy of the financial report in the packet this month.

They did receive lots of other documents, including statistics, which they were impressed with. Mary had a question regarding areas with low usage, such as Open PDF, and TumbleBooks. Jeff explained that the Open PDF is part of Libby, and other libraries in the consortium might use that more than our patrons. As far as TumbleBooks, that is something we pay for, and it obviously needs to be promoted more to teachers and parents. Overdrive Magazines, in July there was a lot of usage, and in August almost nothing. Jeff thinks that part of that was that this is a new service, and was heavily promoted by Overdrive in July.

Next meeting will be on October 15, 2024, 4:30 p.m. in The Dalles.

Meeting adjourned at 6:05 p.m.

**Wasco County Library Service  
District, Board of Directors**

Dave Mason, Chairman

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Rita Rathkey, Vice Chairman

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Corliss Marsh, Board Member

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Mary Beechler, Board Member

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Tina Coleman, Board Member

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