

COOS LIBRARY BOARD
Meeting Minutes - Draft

December 19, 2019 - 2:00 PM - Coos Bay Public Library

Attending:

Board Members-Doug Wuerth (pos. 2), Horty Joyce (pos. 6), Frances Smith (pos. 1), Laurie Nordahl (ViceChair, pos. 4), Tara Johnson (Chair, pos. 7), Carol Ventgen (pos. 3)

Librarians-Anne Conner (Coquille), Linda Kirk (Myrtle Point), Rosalyn McGarva (Bandon), Sami Pierson (Coos Bay), Betty Vaughn (Dora), Christina Coffman (Coos Bay), Jennifer Croft (ESO), Teresa Lucas (North Bend)

Guests-Barbara Caffey (retired), Deirdre Krumper (Dist. Comm)

The meeting was called to order at 2:03pm and introductions were made. Frances Smith moved to accept the minutes from the October 24th meeting, Horty Joyce seconded the motion and the group unanimously approved.

Committee Reports:

Frances Smith reported that the Master Plan (2.3.7) Policy Committee had a draft ready which she shared with the group for feedback.

Doug Wuerth distributed handbook binders to all present, and explained that while still incomplete, they would continue to be worked on, and then updated as needed, with the owners of each book to be relied upon to maintain their copies.

Doug Wuerth reported that the Distribution/Allocation Committee had begun meeting again, and shared a summary of their last meeting with the group.

Jennifer Croft reported that the Law Library Committee was still in process of gathering information and would probably have something to report for the next board meeting.

New Business:

Jennifer Croft informed the group of her resignation, and acceptance of her new position as the Bandon Library Director beginning January 21st. She further noted that her leaving the ESO position gives the district an opportunity to re-evaluate the way the ESO operates in a way that could be beneficial to all. The group then discussed the services provided by the ESO, and agreed to further explore whether ESO should be allowed to continue functioning as a library,

or if it should be scaled back to function as solely an office again. Croft noted it was her opinion that ESO grey area was a large source of friction, and recommended it operating strictly as one or the other, but not both, and redesigning the position she was vacating to fit that need. Sami Pierson agreed to accept input from the group for a new job description, and will distribute the current one to the group in order to facilitate the process. Pierson requested that anyone with an opinion on the matter should respond by December 31st.

Old Business:

ESO move and fiscal agency was tabled until the law library question is explored.

The next steps from the mediation work will be to create an evaluation tool for ESO Services.

Jennifer Croft reported that in order to outfit the new courier van properly, more money will be required than she originally requested, and asked the board for an increase. After discussion, Doug Wuerth moved that the amount approved for purchase of the courier van be increased to \$42,000. Laurie Nordahl seconded the motion, and the board unanimously approved it.

The group discussed the vacant position (5) of the Coos Library Board. There had been two applications submitted, and after discussing the options, the directors are individually bringing their recommendations to their boards and/or councils. Barbara Caffey has been approved by the Coquille City Council, and by the library boards of Dora, and Powers so far.

ESO Report:

Jennifer Croft distributed her report and statistics, in writing to all present. ILL and Outreach services have seen some ups and downs, but nothing out of the ordinary. Some digital services are seeing a lot more use than others, and Croft has implemented plans for promotion to see if usage will increase. The ESO appears to be spending less than it should by this time of the year, but Croft explained that the numbers are probably being skewed by a delay in the finance department. Croft reported on the work being done by the Coos and Coastline directors groups, and the movement towards fine free libraries.

After Croft explained that unreturned, and damaged items would still be charged for, and it was only the late fines they were removing, the board discussed the option. Doug Wuerth then moved that the ESO library remove overdue fines on all of its collection items, Laurie Nordahl seconded the motion, and the board unanimously approved it.

Croft reported that her article in the OLA Quarterly had been published, and she would be presenting at the OLA Convention on the *Read Me a Story!* program. She further reported that the CCLSD shared drive was nearly complete, and that she had contracted with a new ERATE consulting firm.

Tara Johnson scheduled the next board meeting for 2:00 on February 13th at the Coos Bay Library.

Directors' Reports:

Coquille - Anne Conner reported that Coquille has hired a new City Manager, and they have applied for a new LSTA Grant to continue their project of digitizing the Coquille Valley Sentinel.

Myrtle Point - Linda Kirk reported that their Oregon humanities project program went well, and they were hoping to have another. They're planning on beginning a book club, and looking into starting lego and video gaming clubs too. Linda Kirk is retiring, and there is a going away party for her on Saturday.

Bandon - Rosalyn McGarva reported that they are planning an amnesty week, then in January will be doing a food for fines program. She is retiring on February 3rd, and Bandon has a new City Manager. Their friends group was bequeathed an estate from Margary Wilson which will probably be sold after probate.

Coos Bay - Sami Pierson reported that Christina Coffman is their new Deputy Library Director. She also reported that due to the sinking library, they had a sewer line collapse, and needed to bring in port-a-potties while it was repaired.

Dora - Betty Vaughn reported that their Local Lore program is still very popular and that the last one on the Centennial Tree even drew an attendee from Reedsport. Their next one will be Dora on Dora and is planned for January 12th.

The meeting adjourned at 4:26pm.