

Lower Umpqua Library District
Board of Directors Meeting Minutes
12 July 2022
Lower Umpqua Library

LULD Board Members Present: Dale Harris, Christine Thomas (online), Lee Bridge, Tara Adams, and Gary Goorhuis

Community Members: Ron Eberlein in person

Staff Present: Alex Kuestner

Called to Order:

Dale Harris calls the meeting to order at 6:02 p.m.

Pledge of Allegiance:

Dale Harris lead the Pledge of Allegiance

Public Comments:

Ron Eberlein presented an SDAO training opportunity for best legal practices that will reduce the insurance for LULD.

Mr. Eberlein expressed concern about the amount of people volunteering, masking requirements, and asked questions about vaccines.

Review of the Meeting Agenda: Lee Bridge made a motion to accept the agenda. Gary Goorhuis seconded the motion. Board approved 5-0

Review of the Minutes of the Board Meeting: Gary Goorhuis made a motion to approve the minutes. Lee Bridge seconded the motion. Board approved 5-0

Finances:

- A. Gary Goorhuis made a motion to pay the bills at \$4,486.09. Lee Bridge seconded the motion. Board approved 5-0

Library Report:

- A. Alex Kuestner presented the library report
 - a. Library statistics report
 - i. Lost and damaged dvds are being recorded.
 - ii. Circulation has been higher and is steadily increasing.
 - iii. Lee Bridge and Gary Goorhuis made the following suggestions: larger font and a five year comparison of statistics.
 - b. Saturday staffing hours
 - i. A staff member requested to work until 3:00 p.m. instead of 2:30 p.m. due to Saturday being busy. The board gave consensus.

- c. Mileage reimbursement change
 - i. There has been a change to the state's mileage reimbursement.
- d. Collection gaps
 - i. Mr. Kuestner has been going through the collection and looking at ways to improve the non-fiction section.
- e. Counter reference books
 - i. With the exception of yearbooks, which are still behind the counter, all other behind the counter books have been moved to the regular reference section and have been added to Koha.
- f. Magazine back issues relocation
 - i. Staff placed the back issues of magazines on an end cap so they are displayed for the patrons to see if they circulate prior to weeding them out.
 - ii. A suggestion was made to Mr. Kuestner to ask for public feedback about magazines which were not available to diversify the collection to engage younger patrons.

Action Items Follow Up and Report:

- A. Need to move the Neighborhood Library funding from FY 2021-2022 - 2023
 - a. Lee Bridge suggested writing a resolution and taking an internet vote.
 - b. Signage and advertising for Neighborhood Libraries.
 - i. Gary Goorhuis suggested stenciling a label on it. Lee Bridge suggested black letters. Mr. Goorhuis suggested red lettering.
 - ii. Alex Kuestner suggested that a bulletin board goes on the side of it. Gary Goorhuis suggested that a Neighborhood Library rule goes on it.
 - iii. Mr. Bridge suggested that the next Neighborhood Library be six inches higher.
 - c. Surveys at Neighborhood libraries
 - i. Alex Kuestner suggested that the library surveys be placed in it to include those patrons as well.
 - ii. Dale Harris suggested that we need a laminated page to explain the grant funding until we can get a plaque.
 - d. Geocache at the Neighborhood Library
 - i. Tara Adams gave an update about the geocache and passed on community praise for the Neighborhood Library. Dale Harris suggested that the book be titled Eureka.
 - e. Request to build more Neighborhood Libraries
 - i. A patron from the Church of God expressed interest in building one and someone from Ash Valley would also be interested. Two locations were discussed for Ash Valley. Gary Goorhuis mentioned that lighting was something to be considered. Mr. Goorhuis also requested that Mr. Kuestner double checked if one can legally be placed near mailboxes. Dale Harris suggested that put it on the local community to research safety concerns and popular placement. Mr. Kuestner suggested high school students might be willing to volunteer as builders and a discussion

about contacting the local Reedsport Community Charter School's shop teacher took place.

B. OCR Research for newspaper digitization

- a. Alex Kuestner said that a company could scan a newspaper for \$0.55 a page.
- b. Mr. Kuestner explained that he emailed questions about a newspaper digitization to the University of Oregon and they suggested keeping the newspapers on a local intranet instead of online, but cautioned that the library should consult a lawyer before doing that.
 - i. Mr. Kuestner also summarized articles he found online about the subject, which indicate that the library might be able to use the Fair Use doctrine to digitize the newspapers since the purpose is for research and we are not attempting to make a profit.
 - ii. Mr. Kuestner also suggested further research on this topic and said that if the library could get permission from the copyright holders that none of these other issues would matter.
 - iii. There was discussion among board members about who might own the copyright to the newspapers and how likely they might be to give us their permission.
- c. Discussion was had amongst board members regarding potential cost. The board gave consensus that potential grants should be researched for this project.

C. Homelessness at the Library

- a. The board discussed monitoring and logging behavior of a homeless patron using the LULD premises.

D. Better World Books

- a. The Better World Books company provides shipping and gives back 15% of the sales of the books LULD do not want anymore. If the books do not sell they would give them to third world countries. These would be for the Friends of the Library books that have not sold. Christine Thomas spoke highly of the Better World Books Company. Dale Harris suggested that the Friends of the Library be trained to complete these transactions.

E. Bicycle Rack

- a. Alex Kuestner presented the bicycle rack moving from elsewhere in Reedsport to the library.

F. LULD Covid-19 Policy Monthly Review

- a. Dale Harris updated the board on the current Covid-19 statistics.
- b. Mr. Harris proposed that the staff update the sign to mention the recommendations of the CDC and Oregon Authority.

New Business:

A. New Hire Posting

- a. A staff member will be leaving for college, but Alex Kuestner would like to keep the staff member on as a substitute. There was an interviewee that the hiring committee may still be interested in. Mr. Kuestner will look into if the person can be offered the position or if they would need to re-interview.

- b. Ron Eberlein mentioned that the current wage poster was not up to date.
- B. Grants
 - a. Grant from Douglas County
 - i. The grant must be spent on a staff personnel. Mr. Kuestner explained that the money should go to one employee's salary to comply with the grant's guidelines and requirements.
 - b. Pilcrow Foundation Grant
 - i. The deadline is in October and is for children's books. The grant only goes to the rural libraries and Oregon libraries are preferred. Gary Goorhuis suggested that the grant should mention each population of the different areas LULD serves.
 - c. Representative Cedric Hayden Grant
 - i. This grant is to reimburse the covid expenses which are not reimbursed by another grant. The deadline for this grant was June 30th. Mr. Kuestner, on the advice of Dale Harris, made a request that a water bottle re-filler to the current water fountain.
 - d. Ready to Read grant opening up
 - i. This grant focuses on children's books and young adult books.
- C. Closed Stacks Proposal
 - a. Closed stacks are areas that house books which are not greatly circulated or are seasonally displayed. These are books that a library would not want to lose but would like to store apart from other books in the collection. The books would be listed in the Koha system, which would state the book was in the closed stacks so the books would not be considered censored.
 - b. Rob Eberlein mentioned that Terry Moore in the past had suggested that the classics be placed in closed stacks. Alex Kuestner mentioned that the staff had discussed classics and Oregon authors being placed in their own sections.
- D. Meeting room contract modification
 - a. There is a group who rents the conference room weekly who would like to update the contract to reflect liability.
 - b. Gary Goorhuis made a motion to create a contract for the Oregon Department of Human Services Self Sufficiency Program for the Meeting Room Agreement. Lee Bridge seconded the motion.

Comments from Board Members:

- A. Dale Harris discussed board member volunteer hours and his gardening. There is a possibility for Easter Seals to pay a volunteer to weed the grounds.
- B. Christine Thomas thanked Dr. Harris. Ms. Thomas also mentioned that she enjoyed the ideas that the staff is coming up with.
- C. Dr. Harris also mentioned that there has been great participation in the Summer Reading Program.

Next Meeting: Tuesday, August 23, 2022 at 6:00 p.m.

Meeting Adjournment: Meeting adjourned at 7:41 p.m.

Submitted by:

_____ Date: 7/12/2022
Tara Adams

Accepted as written or amended on (date) _____

Approved by:

Dale Harris - President

Version 1.0 (Actually 1.1 since I added this. Remove this once adopted)