

# Baker County Library District Library Board Minutes

July 9, 2012



<b>Library Board Regular Meeting Minutes July 9, 2012</b>	
<b>Call To Order</b>	Gary Dielman, President, called the regular meeting to order at 7:05 pm. The meeting was held in the Riverside Meeting Room at the Baker County Public Library, 2400 Resort Street, Baker City, Oregon. Directors present included: Gary <b>Dielman</b> , Nellie <b>Forrester</b> , Della <b>Steele</b> and Betty <b>Palmer</b> . Also present was: Perry <b>Stokes</b> , Library Director. Christine Hawes, Business Manager, was noted as not being able to attend. Minutes are to be prepared by Stokes.
<b>Agenda</b>	No additions or deletions to the agenda were proposed.
<b>Minutes Approved</b>	Dielman asked the Directors to review minutes from the previous meeting. No corrections were noted. <b>Forrester moved to approve the Agenda and June meeting minutes as presented; Palmer seconded; motion passed unanimously.</b>
<b>Public Comments</b>	Dielman observed that no members of the general public were present for comments. Stokes had no correspondence to present.
<b>FY11-12 Budget Year End Report</b>	Stokes reported that the District ended FY11-12 with an operating contingency of \$218,467 [revised per Christine report to \$219,273]. The amount projected for the FY12-13 budget was \$213,741, so this was an unanticipated surplus of \$4,726 [rev. \$5,532]. Two hundred thousand of the Operating Contingency funds is earmarked to carry the District from July to November, so the actual cash carryover is \$18,467 [rev. \$19,273]. Stokes proposed to add the unanticipated surplus carryover with a Supplemental Budget resolution at the August meeting.
<b>Library Director Contract &amp; Evaluation</b>	<p>Stokes reported that, just as Dielman had predicted at the June meeting, consistent performance reviews of a district's chief executive was one of the primary recommendations from the Board as Supervisor training event he attended on June 20. Stokes said he views the evaluation process as a valuable way to assess and develop one's professional skills. He understands the board is confident about the quality of his performance but felt a duty to convey the training recommendation with a sample process the board might consider as comprehensive model, should it wish to implement an evaluation schedule at a future date.</p> <p>Stokes presented the Evaluation Policy and Director Contract from Hood River Library District. Hood River has Buzzy Nielsen as Library Director, who was previously Assistant Director at North Bend Public Library. Stokes stated he has great respect for Nielsen, having worked with him on various boards and committees and witnessed his high quality work and knowledge. The HRLD evaluation process involves input from the Board, staff, community, as well as a self-evaluation from the Library Director. Dielman thanked Stokes for the models and information; Directors agreed to review the materials at</p>

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	<p>their convenience.</p>
<p><b>Policy: Petition Signature Collection</b></p>	<p>Stokes reported a minor controversy at the library recently caused by a petitioner seeking signatures on the premises for a measure to decriminalize production and use of marijuana. Staff contacted Stokes by mobile phone for guidance at the time of the incident, which was on a Saturday afternoon.</p> <p>Stokes commended Library Manager Carmen Wickam for correctly directing the petitioner to an appropriate distance from the library entryway so as not to disrupt access. To help clarify staff and public understanding of the library's role in providing a limited public forum for freedom of assembly and free expression Stokes is proposing the <b>Time, Place, Manner Policy</b>. He read through it with the board.</p> <p>Directors discussed possible need for the section restricting "demonstrations that support or oppose any current or pending ballot measure or political candidate". Stokes added that he was also uneasy with this paragraph, however, it was included for consideration due to being part of urban libraries' policies which served as model. These libraries likely experience ongoing disruptions from particularly fervent political organizations; BCLD's Bulletin Board policy does currently restrict posting and distribution of political advocacy materials on the library interior. After discussion the board agreed to eliminate the paragraph. A disclaimer to emphasize library impartiality was recommended. The matter was tabled so that revisions could be made by Stokes and legal perspective from director Rohner-Ingram could be obtained.</p>
<p><b>Policy: Collection Development – Literary Erotica</b></p>	<p>Stokes presented information on the recent publishing success and library collection controversy of the "50 Shades Trilogy", a literary erotica mini-series which has been a blockbuster bestseller. A public library in Florida had made national news upon removal of the books from its collection on the basis that their collection development policy excluded material that was "pornography". Due to public pressure, professional condemnation and such a legally indefensible position, the library soon re-added them.</p> <p>Stokes reported that the trilogy has been requested by library users in Baker County. They are now in the collection and have very large waiting lists. Upon evaluation of the collection he found BCLD to be lacking classic literary erotica, including Lolita and Lady Chatterley's Lover. He informed the board that in his professional opinion these items should and will be added, as well as other popular titles to meet the "current and anticipated needs and interests of the public". He had considered creating collection development guidelines specifically addressing this genre, but found current documentation to be sufficient. The Materials Selection General Criteria and Collection Guidelines for the Adult Fiction Collection were displayed for the Directors.</p> <p>Members inquired whether the 50 Shades books include illustrations or photographs. Stokes said these items do not; however, the BCLD adult materials collection does include medical and educational materials which</p>

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	<p>may feature sexually explicit imagery. Stokes added that Constitutional rights prohibit the library as a government agency from subjectively restricting minors' access to materials in its collection. The library maintains that monitoring and regulating minors' access to constitutionally protected information and content is the responsibility of parents and guardians. Board members supported this position.</p>
<p><b>Administrative Report</b></p>	<p>Stokes gave the following administrative reports:</p> <p><b>Facilities:</b> Faucet leaking in old restroom – Repeated repairs on the leaking sink faucet in the women's "old" restroom have been tried. Unfortunately, parts are no longer available; an entirely new fixture must be installed. Stokes will be ordering new commercial fixtures with the assistance of a licensed plumber.</p> <p><b>PRCF Work Crew / Maintenance Staff posting</b> – PRCF staff recently indicated progress may be being made toward restoring a reciprocal work crew / bookmobile service relationship. Stokes is delaying release of the Maintenance staff job posting given this unexpected happy development.</p> <p><b>Events</b> – Stokes reviewed library sponsored and partnered events including the Oregon Book Awards Authors Tour and writing workshop, the upcoming Friends of the Library Summer Book Sale, and OMSI Magic Planet exhibit.</p> <p><b>Professional Development</b> – Stokes described excellent training events attended by himself and library staff. In addition to the SDAO Board Training previously discussed, the District sent about 8 staff to La Grande for the "Spirit of Excellence" customer service training sponsored by the Region 13 Workforce Investment Board on June 25-26..</p> <p><b>Board Packets to "go green"</b> – Stokes said that Dielman and he have discussed the possibility of reducing paper use for board packets. For future meetings, he will be distributing more materials in electronic format.</p> <p><b>Press &amp; Programs Review</b> – Tabled for the August meeting.</p>
<p><b>Business and Financial Report</b></p>	<p>Stokes directed Board members attention to the report from Hawes on the history of Funds Transferred to the Library Foundation. Dielman asked if any members had comments or concerns on the issue; none were offered. Dielman said he is confident Hawes has crafted donation routing guidelines to avoid confusion or co-mingling of funds in the future.</p> <p>Stokes passed out financial report from Hawes and checks for signatures. Notable checks include payments to the Junior Library Guild for \$2,736 for childrens' books, Libraries of Eastern Oregon for \$2,050 for database subscription and program delivery, Dewey Jacobs \$1,034 for back payments on grounds keeping and cleaning of rain gutters, and Commercial Tire for 2 rear tires on the Bookmobile.</p> <p>Checks were signed and bills approved.</p>

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<b>Next Meeting</b>	The next meeting will be Monday, August 13, 2012 at 7:00 pm.
<b>Adjourn</b>	The meeting was adjourned at 8:06pm.  Respectfully submitted,  Perry Stokes Secretary to the Board  PS