

# FERN RIDGE LIBRARY DISTRICT

88026 Territorial Road  
P. O. Box 397  
Veneta, Oregon 97487

Colin Rea, Director  
Phone 541.935.7512  
Fax 541.935.8013  
e-mail [staff@fernriddelibrary.org](mailto:staff@fernriddelibrary.org)  
[www.fernriddelibrary.org](http://www.fernriddelibrary.org)

## Director's Report to the Board of Directors For February 11th, 2009 Meeting

### **Administrative**

2009 has already felt like a busy year, and with increasing library use and circulation, staff has been dedicated to continued quality service. Many patrons (and staff) were surprised to find that the library was open on the Martin Luther King, Jr. holiday, and, in fact, Fern Ridge Library was the only open library in the county. This holiday is not included in the OSEA chapter #39 2005-2009 contract and thus not observed by the library district.

In the search for a new board member, the vacant position has been advertised in the West Lane News, a sign has been posted on the bulletin board in the entryway, and the reader board has a vacancy announcement. A few applications have been handed out, but none have been returned to the library as yet.

### **Children's Services**

Please see Youth Services/Volunteer Coordinator Katie Kane's report.

### **Community Programs**

I gave a presentation to a group from the River Road Recreation district that stopped in the library as a tour of the area. After looking through the library, this group assembled in the Konnie room where I spoke to them about the history of the library and answered a wide variety of questions about the district and about our services.

I have begun to plan for our second adult summer reading program. I have secured a visit from Lauren Kessler, whose book *Stubborn Twig: Three Generations in the Life of a Japanese American Family* is the Oregon Library Associations adult 'Oregon Reads' title. This statewide 'read' celebrates Oregon's 150<sup>th</sup> anniversary. As part of the program, the library has received 20 copies of the book for circulation. The theme for the youth SRP this year is 'Creativity,' and I will try to use that same theme for the adult program ideas.

### **Facility/Equipment**

I have posted new 'No Smoking' signs at each library entrance, as changes to ORS statutes require all smokers to be at least 10 feet from any entrance to a workplace.

We experienced a power surge/outage on Friday, January 23<sup>rd</sup> that lasted perhaps five seconds. In the wake of that event, we have had to replace our DSL router and have had several minor issues with our e-mail server and our internet access. These have been addressed quickly, but it may be some time before all the effects of this event are discovered.

New computers have been purchased for the circulation desk and for the director's office. These machines have been replaced in anticipation of the 2009 SIRSI upgrade that will require more RAM than is available on these older machines.

### **Foundation**

I attended a Foundation meeting on Thursday, January 22<sup>nd</sup>. The Renovate '08 Campaign has raised, to date, \$156,775. The focus of the campaign has now changed as the committee is looking for smaller amounts of money from a wider audience. There is recognition that the current state of the economy will make reaching the goal of \$330,000 much more difficult.

### **Grants**

The *Amo Leer* grant was submitted before deadline. If the library qualifies, we will hear back by the end of February. This grant would bring \$9,000 in Spanish language children's books into the collection, and help us to kick-start our service to the Latino/Hispanic population in the district.

### **Library Meetings**

Staff met Friday, January 23<sup>rd</sup>, with much of the discussion centered on feedback concerning rules for computer use and Internet access (see Technology below).

The safety committee met on Friday, January 16<sup>th</sup>. A major concern of the committee is the growing need for a security camera system.

### **Materials**

**Statistics** – Units added are very much in line with last years' numbers across the board, with the exception of an increase in the number of adult books added. This can be explained by...

**Acquisitions**- I spent an increase amount of time on collection development and placed two large book orders in January. I found that I have been under-spending on adult materials, and was able to go back a few months to add titles that I may have overlooked or passed on originally. I also placed a large audio book order to fill a few holes in that collection, using the increased budget this year meant to allow that heavily circulating section to grow.

**Weeding**- Adult fiction is in-process and weeded as space and time allow.

### **Patron Services**

The first computer class, scheduled for Tuesday, February 10<sup>th</sup> at 9:00am has filled all 8 available slots. This class is intended to help patrons who have never used the computer at the library log-in, log-on, and search for information. A second class has been added in March.

### **Personnel/Staff Development**

I have interviewed two volunteers interested in substitute positions. Due to various issues of personal schedules and health, several of our current volunteers have been unavailable in recent months. I intend to add two subs to our roster to ensure staff is able to take time off as needed.

Youth Services/Volunteer Coordinator Katie K. attended an OYAN (Oregon Young Adult Network) meeting in Salem on Friday, January 30<sup>th</sup>.

Upcoming development opportunities for staff include the Online Northwest conference at Oregon State University and the Oregon Library Association conference in Salem.

### **Safety**

SDAO conducted a safety inspection/consultation on Thursday, January 15<sup>th</sup>. Business manager Fred Welding and I answered questions and spoke about safety requirements for approximately an hour. We will receive a written assessment by the end of February.

### **Staff Recognition**

Business Manager Fred W. is the current Frog Cup recipient, recognized by Assistant Director Laura Blankenship for his work with end of the year payroll/tax processing.

### **Technology**

I have rewritten the rules for computer use and Internet access in order to clarify and strengthen them. I have also drafted rules for the use of social software, as we are beginning to utilize more of these applications in our marketing and operations here at the library. Drafts of both documents are included in the February 2009 board packet.

The older of the two servers used to host software was removed from the network. All of our programs and files are now on one server, which should decrease the number of service interruptions in terms of library operation. The older server has been configured to serve as a back-up in case the primary server goes down.

***Technology (cont'd)***

A Facebook page has been created for the Fern Ridge Library. Users of this popular social networking program can now find information about services and programs on this page.

I completed a broadband assessment survey for the Bill & Melinda Gates foundation, as required by the Oregon State Library.

***Use Statistics***

Circulation statistics and the number of patrons through the door have skyrocketed due to our expanded hours. Though there is no way to know the effect of the economy on these statistics, as we are comparing apples to oranges, there is a feeling among staff that more and more district residents are turning to the library as an alternate source of entertainment and as a resource for job searching.

Please see the January 2009 Statistics report for more information.

***Volunteers***

Staff has chosen the Library Volunteer of the Year recipient. This volunteer will be celebrated at the Distinguished Service Award night at Crow High School on Thursday, April 2<sup>nd</sup> at 7pm.