

Baker County Library District

Board of Directors

Regular Meeting Agenda

Tuesday, Aug 13, 2024, 12:00 – 1:00 pm

Riverside Meeting Room, Baker County Public Library
2400 Resort St, Baker City

[Remote access provided via Zoom](#)

Phone: +1 669 900 9128 Meeting ID: 860 7254 8647 Passcode: 119399

Kyra Rohner, President



CALL TO ORDER	Rohner
I. Consent agenda (ACTION)	Rohner
a. Additions/deletions from the agenda	
b. Minutes of previous meeting	
II. Conflicts or potential conflicts of interest	Rohner
III. Open forum for general public, comments & communications	Rohner
In the interests of time and to allow as many members of the public an opportunity to speak, the board asks guests to limit remarks to five (5) minutes if speaking on behalf of an individual, or ten (10) minutes if speaking on behalf of a group or organization.	
IV. OLD BUSINESS	
a. None	
V. NEW BUSINESS	
a. Policy Adoption/Review/Revision (ACTION)	Stokes
i. Library Displays (New)	
ii. Request for Administrative Review of Services (New)	
VI. REPORTS	
a. Director	Stokes
b. Finance	Hawes
VII. Next meeting: Sep 10, 2024	President-elect
VIII. ADJOURNMENT	President-elect

The times of all agenda items except open forum are approximate and are subject to change. Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Topics marked with an asterisk* are scheduled for the current meeting's executive session.

ORS 192.660 (2) (d) Labor Negotiations
ORS 192.660 (2) (h) Legal Rights

ORS 192.660 (2) (e, j) Property
ORS 192.660 (2) (a, b, i) Personnel

Library Board Meeting – Annotated Agenda

Monday, Aug 13, 2024, 12:00 pm

Notes prepared by Library Director Perry Stokes

Annotated Agenda

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|--|--------|
| I. CALL TO ORDER | Rohner |
| II. Consent agenda (ACTION) | Rohner |
| a. Additions/deletions from the agenda | |
| b. Minutes of previous meeting | |

Attachments:

- II.b.i. Board meeting minutes, Jul 9 2024

- | | |
|--|--------|
| III. Conflicts or potential conflicts of interest | Rohner |
| IV. Open forum for general public, comments & communications | Rohner |

Last Monday (8/5/24) Mary Lou Eng dropped by my office at the library. She stated she continues to be highly dissatisfied with BCLD actions with regard to Gary Dielman and his article on the history of the Royal Café in Baker City. As previously reported, she alleges that she provided family history information and images to Dielman in phone interviews and email correspondence without understanding that he intended to use the information in a published work. In addition, she alleges the article contains numerous inaccuracies, and violates her personal privacy and intellectual property rights. She stated that she does not wish to correct any inaccuracies, but is in the process of writing a family history herself.

I reviewed with Ms. Eng the actions that I considered respectful and reasonable to have taken since her original complaint, which included:

- temporarily removing the Royal Café article from our website
- inviting written statements from Ms. Eng and other living relatives who may wish to have photos of themselves redacted
- discussing the matter with Mr. Dielman and Library Board
- adding a note about Ms. Eng’s verbal complaint on the library website
- immediately adding a copy of Ms. Eng’s written complaint on the library website
- ensuring that “unauthorized images” were removed from the online BCLD Digital Archive unless I was able to confirm the library owns negatives or has other provenance.

With each action, I sent Mary Lou an email update. In late July, Dielman sent the library a revised version of the Royal Café article. Having received no objections from any other Eng or Wong relatives, I added an additional note to the library website that Dielman’s Royal Café article is available by request (with select images redacted). This remedy remains unsatisfactory to Ms. Eng. She demanded that BCLD not distribute the article in any manner (except for the partial series of articles published in the [Baker City Herald](#)), and alleged that anything less is an act of racial discrimination. She believes the library should not be “publishing” Dielman’s articles without fully evaluating the accuracy of the information. She stated she was considering submitting an ethics complaint about BCLD performance in this case to any appropriate local or state agency. I made it clear that BCLD is an independent special district, not a department of Baker County, and provided the Library Board meeting

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schedule. The meeting ended after approximately 90 minutes. I later updated the [Dielman Files](#) webpage with a brief biography of Gary and disclaimer statement. I have also emailed Ms. Eng a link to our Public Complaint / Patron Grievance policy.

V. OLD BUSINESS

- a. None

VI. NEW BUSINESS

- a. Policy Adoption/Review/Revision (**ACTION**)

Stokes

i. Internal Display (New)

Attachments:

- VI.b.i. BCLD Display Policy

This new policy is recommended as part of intellectual freedom best practices for libraries. I have adapted it from model policies from Erie County Public Library (PA) and Deschutes Public Library, Oregon. It provides a framework for items featured in displays (physical and digital). It emphasizes that items may be featured to fulfill a variety of objectives that ultimately serve the library's mission and commitment to the freedom to read.

At the Baker branch, physical display space is primarily used to promote items in the collection – either new arrivals or older materials that have not been checked out much and are slated to be discarded.

ii. Request for Administrative Review of Services (New)

Attachments:

- VI.b.i. BCLD Administrative Review of Library Services Policy

Also recommended as part of intellectual freedom best practices for libraries and modeled on an Administrative Rule from Deschutes Public Library, this new policy provides a due process for public complaints about non-collection items such as programs, displays, services, or even policies themselves.

The form and eligibility criteria are mostly the same as the Request for Review of Materials form.

VII. REPORTS

- a. Director

Stokes

Collections

- Baker City Herald bound volumes – now temporarily being stored at Haines until the Reference Room shelves can be fully emptied. This project will take several months. In the fall, we will also begin a small remodel of the Genealogy Room to install a new shelving unit on its north wall for 60 volumes.
- Microfilm replacement reels – The order arrived this week. Staff will soon begin updating that collection.

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Facilities

- Exterior Painting Project – The boardwalk handrail is prepped and primed. Painting will continue soon on rails, gutters, and soffits – weather permitting.
- HVAC – Ed continues to troubleshoot various issues with incremental success. The source of a refrigerant leak was recently traced and resolved. Performance is currently good. Ed is exploring a subsidy opportunity to upgrade the compressors.

Friends & Foundation

- Summer Book Sale – Income netted over \$2,200 which is average. Staff member Diana Pearson reminds us that the sales are more of a public service and sustainability initiative than a fundraiser. 21 boxes were sent to Better World Books, 6 boxes to the county jail library. After the sale, surplus items were re-distributed for free which saves them from the recycling bin.

Marketing & Programs

- Baker City Sesquicentennial celebration -- Circulation & Operations Manager Heather Spry represented the library with an information/card sign-up table and collaborative art activity.
- DIY Air Filter models for wildfire smoke – Each library branch is featuring a model Corsi-Rosenthal Box Fan Air Filter Cube to demonstrate this low-cost way to significantly improve home indoor air quality. Public response has been positive in Halfway in particular.

Personnel

- Library Page Intern – Position has been redefined as Student Interns to highlight workforce training focus and temporary nature of position. 1 year internships may be renewed if student is eligible and is performing well.
- SDAO Board Training, 8/8/24 – I attended this training in Boardman. It was an excellent presentation and the Q&A was very helpful.

Services

- Spanish language registration cards – We will soon have Spanish language versions of our library account registration cards. Many thanks to Baker school staff Ma'Lena Wirth for helping with translation.
- Public Printer Technical Difficulties – After public printer units were upgraded, patrons and staff have encountered almost daily functional failures. Our IT Manager is focused on resolving the issues.

b. Finance

Hawes

Report documents to be distributed at the meeting.

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VIII. Next meeting: **Sep 10, 2024**

Rohner

Please let me know if you have any agenda items to request.

Policies next due for revision

- **Public Records**
- **Unattended Children**
- **Personal Use of District Resources**

VIII. **ADJOURNMENT**

Rohner