

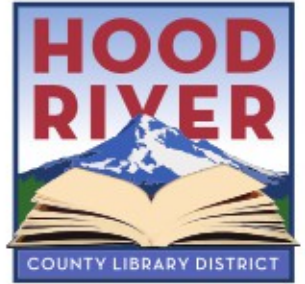
**Board of Directors
Regular Meeting Agenda**

Tuesday, July 21, 2015, 7.00p

Jeanne Marie Gaulke Community Meeting Room

502 State St, Hood River

Suzanne VanOrman, President



- | | |
|---|-------------|
| I. Swearing in new Board members | VanOrman |
| II. Additions/deletions from the agenda (ACTION) | VanOrman |
| III. Conflicts or potential conflicts of interest | VanOrman |
| IV. Approval of minutes from June 16, 2015, meeting (ACTION) | VanOrman |
| V. Potential siting of Minoru Yasui statue in Gardens | Maija Yasui |
| VI. Open forum for the general public | VanOrman |
| VII. Reports | |
| i. Friends update | VanOrman |
| ii. Foundation update | Nielsen |
| iii. May and June financial statements | Nielsen |
| iv. Director's report | Nielsen |
| VIII. Previous business | |
| IX. New business | |
| i. Review of strategic goals | Nielsen |
| ii. Officer elections (ACTION) | VanOrman |
| iii. Appointing agents of record (ACTION) | VanOrman |
| iv. Establishing regular meeting time (ACTION) | VanOrman |
| v. Legal services contract (ACTION) | Nielsen |
| vi. Determining Board Library Foundation liaison (ACTION) | VanOrman |
| vii. New fines and fees schedule (ACTION) | Nielsen |
| viii. Public Records Policy revision (ACTION) | Nielsen |
| ix. Gardens furniture authorization (ACTION) | Nielsen |
| X. Agenda items for next meeting, August 18, 2015 | VanOrman |
| XI. Adjournment | VanOrman |

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with the following. Bolded topics are scheduled for the current meeting's executive session.

- ORS 192.660 (1) (d) Labor Negotiations
- ORS 192.660 (1) (e) Property
- ORS 192.660 (1) (h) Legal Rights
- ORS 192.660 (1) (i) Personnel

The Board of Directors meets on the 3rd Tuesday each month from 7.00 to 9.00p in the Jeanne Marie Gaulke Memorial Meeting Room at 502 State Street, Hood River, Oregon.

502 State Street
Hood River - OR 97031

541 386 2535

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Board of Directors
Regular Meeting Agenda, Supplementary Info

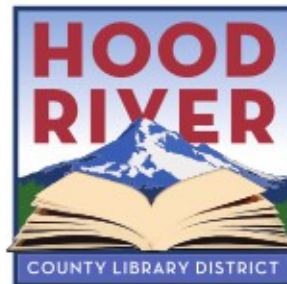
Tuesday, July 21, 2015, 7.00p

Jeanne Marie Gaulke Community Meeting Room

502 State St, Hood River

Suzanne VanOrman, President

Noted prepared by Library Director Buzzy Nielsen



I. Swearing in new Board members

VanOrman

Attachments:

- I. Board member oath of office

President VanOrman will swear in newly-elected Board members John Schoppert and Jean Sheppard using the attached oath.

II. Additions/deletions from the agenda (ACTION)

VanOrman

III. Conflicts or potential conflicts of interest

VanOrman

IV. Approval of minutes from June 16, 2015, meeting (ACTION)

VanOrman

Attachments:

- IV. Minutes of June 16, 2015, meeting

V. Potential siting of Minoru Yasui statue in Gardens

Maija Yasui

Attachments:

- V.a. Email from Maiji Yasui regarding Minoru Yasui project
- V.b. Background on Minoru Yasui
- V.c. Timeline of Minoru Yasui
- V.d. Description of Minoru Yasui tribute project
- V.e. Flyer for event discussing Minoru Yasui's experiences

I recently was approached by Maiji Yasui about the possibility of siting a statute of Minoru Yasui in the Georgiana Smith Memorial Gardens. This is part of a larger project honoring Minoru. He was arrested in 1942 for breaking the curfew imposed for Japanese Americans during World War II. He sued, challenging the constitutionality of placing race-based restrictions on citizens. He took his case to the Supreme Court, where he lost. Nonetheless, he was an important symbol to other Japanese Americans unjustly imprisoned during the war. This projects honors this and his many other contributions in various ways: nomination for a Presidential Medal of Freedom, a film and theatrical pieces, publication of an autobiography he wrote in the 1980s, a memorial exhibit, and a statue.

The statue likely would be a laser-cut basalt piece of Minoru's likeness paired with inspiring quotes from him. The project leaders feel that the statue would be best placed somewhere honoring free speech. Maija felt the Georgiana Smith Memorial Gardens would be appropriate, given their connection to the library. I would add that the request is made further appropriate by the Board's recent ordinance officially designating the Gardens as a "traditional public forum", i.e. a free speech

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zone. Details have not yet been worked out on the statue but are flexible. It likely would be made sometime in 2016.

Maija will give a short presentation on the topic to supplement the material included in this packet. The Library Foundation currently is working to improve the Gardens, so this statue would need to fit their vision. I'm discussing the issue with them. Other than this, there is only one other potential piece of art that could be sited in the Gardens: an approximately 7' tall bronze cast of devoted citizen of Hood River Ken Jernstedt and a shorter cast of his assistance dog, Driscoll. The Board gave tentative approval in 2014 for this statue to be in the Gardens, near the pergola at the entrance from 6th Street. There is a problem with the statue possibly being placed on a 5' pedestal, which the Board rejected, so the statue's location is uncertain. However, if the pedestal is rejected by the group reviewing the statue, it could still come to the Gardens. Other than that, the Gardens have two other pieces of art: the Stoniferous Pine under the old trees in the northeast and the Art of Community installation in the patio area on the southwest side.

VI. Open forum for the general public

VanOrman

VII. Reports

i. Friends update

VanOrman

The Friends of the Library are on break for the summer and will meet again in September. Friends volunteers still are working hard covering books, processing media materials, cleaning library items, shelving, checking in returned items, and much more. The Friends will hold their annual picnic potluck on Tuesday, August 11, 5.00-8.00p and 505 Eugene St. in Hood River (Jean Harmon's home). Board members are invited. Please bring a dish to share.

ii. Foundation update

Nielsen

The Library Foundation also is on summer break. However, a committee is hard at work revitalizing the Gardens. They have begun re-designing the northwest plant bed, at the intersection of Oak and 6th. That area will become more like a xeriscape, such as the two Master Gardener beds on the south side of the building. Some large decorative rocks have been placed there, and soon some attractive gravel will be purchased as well. There will be small plantings in the area, too. The committee has decided that the west bed, with the cherry trees, does not need to be redesigned; it just needs some maintenance. The bed near the outside dropbox on the south of the building also will be redesigned soon, although plantings likely won't happen until the fall.

The committee is working with the local nonprofit WINGS to clean up many of the beds. They also are selecting furniture, which is addressed in agenda item IX.ix. The irrigation system is in process of being repaired as well; it will not require replacement.

iii. May and June financial statements

Nielsen

Attachment:

- VII.iii.a. May 2015 financial statements

The May 2015 financial statements were unavailable in time for the June meeting, so they are included here. The June 2015 statements were unavailable at the time the meeting packet was distributed.

iv. Director's report

Nielsen

Attachments:

- VII.iv.a. 2014-15 statistics
- VII.iv.b. June 2015 programs

Administration

- All 2015-16 budget forms have been turned into the County, so the District is set for the new fiscal year.
- The Obama Administration has proposed new overtime regulations that may affect the District, specifically by possibly making the Assistant Director position eligible for overtime. I am following the rulemaking process and discussing the issue with legal counsel.

Facilities

- The District is paying its final lease payment for the Hood River Library building this July. I will begin working with the County on finalizing the documents for transferring the Hood River Library property to the District.
- I have ordered the furniture to replace the large wooden unit that holds our new adult books and catalog stations in front of the circulation desk at the circulation desk. We are ordering the new tables from Oregon Correctional Enterprises, who do fantastic work for low costs. Once the unit is removed, I will have electricians come in to put electrical outlets in the floor. The new tables will go near those outlets. The shelves for new books, audiobooks, and DVDs will go on the shelves behind the wooden unit. This change will open up the space dramatically. This change is being funded by an unexpected \$2,000 received in 2014-15 as well as memorial money for late Friends of the Library treasurer and amazing volunteer Sydney Burkhart.
- The City of Hood River will repaint the handicapped parking spot closest to the building on the southeast side of Hood River Library. The spot closest to the street does not meet specifications for handicapped spots. However, I am going to leave the sign there for now to avoid people parking there for prolonged periods of time and to offer at least one other spot for our less mobile patrons. The spot previously on State Street will not be repainted as the incline of State Street precludes a handicapped spot.

Personnel

- Assistant Director Rachael Fox will be going on parental leave at the end of July, if not sooner. She and her husband Nathan are very excited to be having their second child, Finley! Staff have provisions for when she's gone.
- Public Service Clerk Jenny Ouzounian will be attending the Oregon Library Association Support Staff Division annual conference in Newport on July 17. The conference has several sessions relevant to front-line library workers.

Programs and services

- The Hood River Library will host a Chamber of Commerce town hall meeting in August. Details forthcoming.
- The Summer Reading Programs are in full swing. People of all ages have already signed up and started getting prizes. Attendance at events has been great, including to the video game programs Young Adult Services Assistant Harley Judd has put on at Cascade Locks and Parkdale thanks to the Library Foundation's donation.

- Hood River Library has been acting as a cooling shelter since June 25th. Thanks to Providence Hood River Memorial Hospital, there are free reusable stainless steel water bottles to hand out to people when the outside temperature is 95° or higher. The library HVAC has been working admirably during the hot days, and we have definitely seen many people using the building specifically to avoid the heat. Several people have expressed appreciation for the library serving this role. Near the same time as we started, Hood River Fire and EMS announced that their station also is a cooling shelter.
- Cascade Locks and Parkdale libraries will be getting new combined color printer/copier/scanners. These new printers will replace a black and white laserjet at each location as well as a large, old copier at Cascade Locks branch. Not only will these new printers save space in these small branches, they also will allow those locations to have color printing and scanning, which they have not had before. Parkdale also did not have an ability to make copies.
- The District will be launching its new website soon. It will still be a work in progress when launched, but it will be a much more attractive design. The District is moving to using WordPress, an open source website management system. We are moving away from the discontinued Plinkit, a service originally provided free by the Oregon State Library.
- Recently, when I was standing outside Hood River Library, a man came up to me when I was and asked, "Are you the guy in charge?" Admittedly, this worried me, but when I said yes, he continued "I love the staff here, and your library is great!" So kudos to our staff, and you guys as well, for making our libraries great places!

Statistics

- While not all of the figures and statistics for 2014-15 are in, the ones that we have (attached) indicate some great improvements over last year.
 - 2014-15 item checkouts were 135,885, 5% higher than 2013-14.
 - Cascade Locks circulation of 2,172 was an increase of 17.3% over last year. Parkdale circulation of 3,862 was 21% higher than the previous year.
 - Use of Library2Go, the District's downloadable e-book and audiobook service, was up 17.2%. Use of TumbleBooks, our kids e-book service, was up 43.7%.
 - Adult programming involvement was up 65.4%. Children's programming involvement was up 84.7%, primarily due to Outreach Specialist Patty Lara-Martinez's radio program, but increased involvement generally as well. Overall program involvement was up 54.4%.
- June 2015 circulation of District-owned items at our locations increased 11.4% over June 2014 and 5.7% over June 2013.
- June 2015 program involvement was up 21.9% over last year.

VIII. Previous business

IX. New business

i. Review of strategic goals

Nielsen

Attachments:

- IX.i.a. Mission, vision, and values
- IX.i.b. Strategic Goals, 2012-16
- IX.i.c. Hood River County Library (District) statistics, 2004-05 to 2013-14

The District is in the final year of its current strategic plan. This plan was written in January 2012 with assistance from now State Librarian MaryKay Dahlgreen. Given the urgency of getting the District up and running, the planning process only involved the Board and Library Director. Nonetheless, the plan has proven a useful map in directing the District's first few years.

We try to evaluate progress on the strategic goals annually. Here are my assessments of how the District has been doing in meeting those goals.

- *Promotion*
 - Marketing has been critical to the District's early-year successes. Information about District happenings is sent out widely and often. We also target specific groups, when relevant.
 - Staff have reached out particularly to Latinos, elementary students, and young adults. Seniors and adult non-users are still relatively underserved populations, however.
 - The District has not had an official annual reopening celebration. However, a celebration is planned for July 1 for the District's 5th birthday and the end of the Hood River Library expansion bond. Staff have considered the Summer Reading kickoff and other summer celebrations to be akin to celebrations of the reopening.
- *Outreach*
 - The District has progressed well in reaching out to Latinos and Spanish speakers. There are now five staff members who are fluent or highly advanced Spanish speakers. We also have a staff member specifically devoted to Latino outreach.
 - The District also has done well in outreach to Latinos, preschool children (through various outreach storytimes), and Odell residents. Our Outreach Specialist spends significant time in Odell. More could be done with preschool outreach, especially with involvement in the early literacy community, but the efforts we've made are effective. We are still weak in our outreach efforts to seniors, although Assistant Director Rachael Fox has plans to expand such services when she returns from parental leave. We also have a newly-forming relationship with the Hood River Valley Adult Center.
- *Involvement*
 - The District's collection quality has improved dramatically. In its first years, the District borrowed far more materials from our library consortium than we lent. That situation has reversed. We also spend more money on our collections than we ever have before in the history of our libraries. We have greatly expanded our audiobook and movie collections, which have been well-received. We've also added several new electronic resources on auto repair, genealogy, and language learning.
 - Collection development staff have done admirable jobs improving the District's young adult, Spanish and children's collections, which is borne out in the circulation of those materials.

- Thanks to the Library Foundation, the District created a young adult area in Hood River Library in 2013. It is used often.
- *Currency*
 - Staff have spent a lot of money and effort updating the District's collections, and the quality is noticeable. District technology also has been improved, including more flexible and secure computer systems, faster internet, and new backend technology such as networking equipment and HVAC software to generally improve people's experiences.
 - Staff have been removing unneeded materials from many of the collections, resulting in a set of materials that is more accessible to patrons and easier to browse.
 - We do not yet have a technology plan, something that will be remedied this year. However, there is a defined replacement schedule for District equipment.
- *Access*
 - I believe that the District has a good balance of open hours to services, considering our funding constraints. While we are open relatively few hours, especially at Hood River, the services we provide are high quality. Staff have the off-desk time to devote to improving the services the District offers, such as programs and collections. I do not believe that would be possible if we had more open hours. Someday we may be able to add more hours, but I don't see that as a possibility in the next few years as we continue to absorb the costs of being an independent district.
 - We have a staff person who essentially is devoted to serving Odell. She visits several days per week, including offering bookmobile-like services. Other staff often visit the schools in Odell, too. We have seen increased usage of the libraries by Odell residents. Thus, we do have some regular library service in Odell. I'm unsure that a physical branch in Odell makes sense, however. Having a staff person devoted to the community means that she can go to specific groups rather than expecting them to come to us. Having a physical branch also would mean sacrificing other services to be able to staff it. We're still figuring out what regular library service in Odell looks like, but our experiences are helping with that.
- *Community*
 - The District is a member of several organizations now including the Chamber of Commerce, Gorge Owned, Oregon Library Association, Gorge Technology Alliance, and others.
 - Many programs and services the District offers now are in partnership with other local businesses and agencies. For instance, this summer, our Crafternoons program is in partnership with G. Williker's Toy Shoppe. Providence Hood River Memorial Hospital is supporting Hood River Library as a cooling shelter. Several local businesses also support our Friends of the Library and Library Foundation.
 - Staff can often be found out in the community at events, meetings, and schools. Staff have memberships or involvement in several organizations such as Rotary, Lions, the Landmarks Review Board, and more. Staff also get involved in community programs such as farmers' markets and the fair.

Overall, I believe the District largely has achieved its strategic goals for the current period. We still have more work to do in reaching out to seniors, planning for our technology, and better understanding how we can serve Odell, but overall, we're doing quite well.

The attached ten years worth of statistics demonstrate how the libraries have changed under District

management.

- District staffing levels are now approximately at the level they were pre-closure, although a shift has been made from open hours to services.
- The District has more money to operate than the previous library. However, it is also responsible for more costs than before including IT, legal services, facilities, and more. These items previously came from other parts of the County budget. The District has more money than under the County-run library, but less to actually offer direct service.
- Staffing accounts for a smaller proportion of the District's expenditures, although that likely stems for the above observation.
- The District spends a larger proportion of its funds on collection materials than pre-closure.
- Our number a physical collection items is shrinking since staff are aggressively removing unneeded collection items, something that hadn't been done for several years before the libraries reopened.
- The Hood River Library has significantly fewer public open hours than it had previously. However, I believe the hours we have are higher quality.
- Circulation is significantly lower. Circulation is driven largely by open hours. 2014-15 circulation was 22% lower than the highest circulation the libraries have ever had (2004-5, 173,955). Per capita circulation also is down. However, considering that we have 32% percent fewer open hours, I feel that we are doing well.
- At 20 hours per week, Cascade Locks and Parkdale are open more hours than they've ever been before.
- Total 2014-15 program involvement of 27,989 is a whopping 170% higher than the pre-closure high of 10,134. Programming became a huge focus of the District after reopening.
- Public computer use of District-owned computers is down significantly. This could be a factor of the signup system that we use, which misses many signups. It also likely results from people owning their own devices and using our wifi. We currently don't measure such usage but have plans to do so.

These changes in our statistics over time show the distinct change in direction the District took upon reopening. This year, we will hire a consultant to assist in creating our next five-year plan, allowing us to move directions yet again, if desired. I welcome the Board's thoughts on progress on our current plan as well as potential directions in the new one.

ii. Officer elections (ACTION)

VanOrman

Annually, the Board elects a President and Vice-President, as delineated in the Board Governance Policy. At the June meeting, VanOrman agreed to be nominated as President for 2015-16, and Vaivoda agreed to be nominated as Vice-President. Further nominations can be taken from the floor. Successful candidates require a majority vote in favor.

iii. Appointing agents of record (ACTION)

VanOrman

Attachments:

- IX.iii. Resolution 2015-16.01, establishing agents of record

The District must appoint its insurance agents of record. We have two agents. Columbia River Insurance assists the district with general liability and property insurance, which we currently get through Special Districts Association of Oregon. BCI Group assists us with employee benefits such as

health insurance and retirement, which we currently get through PacificSource (medical and vision insurance), Guardian Life Insurance Company (dental insurance), and T. Rowe Price (403(b) retirement plan). Both agents have been very helpful. The attached resolution affirms these companies as our agents of record for the coming year.

iv. Establishing regular meeting time (ACTION)

VanOrman

Attachments:

- Resolution 2015-16.02, establishing regular meeting time

The Board's regular meeting time, date, and location needs to be established annually. At the June regular meeting, Board members agreed that the third Tuesday from 7.00-9.00p was a good time for regular monthly meetings.

v. Legal services contract (ACTION)

Nielsen

Attachments:

- IX.v.a. Legal services contract with Annala, Carey, Baker, Thompson, & VanKoten, P.C.
- IX.v.b Resolution 2015-16.03, renewing legal services contract

Our legal contract with Annala, Carey, Baker, Thompson, & VanKoten, P.C., for legal services expired in January 2015. Attached is a resolution renewing our legal services contract. The payable rate is \$125/hour. Baker's services have been invaluable, and he has also been very easy with to work with.

vi. Determining Board Library Foundation liaison (ACTION)

VanOrman

Traditionally the Board has had representatives to each of the District's two affiliate 501(c)(3) fundraising groups, the Friends of the Hood River County Library and the Hood River County Library Foundation. These liaisons allow the Board to have a direct relationship with the groups rather than it being mediated through the Library Director. Having Board presence at their meetings means a lot to these groups. VanOrman has agreed to continue serving as liaison for the Friends. However, the Board needs a new Foundation liaison, with Mary-Ethel Foley's departure from the Board.

The Foundation raises over \$40,000 annually for the library district. Annually these funds are used to purchase all of the District's magazines, newspapers, and electronic resources (e.g. Library2Go). Every year, other funds are used to fund special projects such as the Gardens improvements, branch improvement, new teen and magazine areas at Hood River Library, and others. Their major fundraiser in the Feast of Words gala, held in the spring. They also do direct mail solicitations and have memberships.

The liaison's responsibility is to attend Foundation board meetings (the first Wednesday of the month from 5.30-7.00p), report on District Board happenings to the Foundation Board, and communicate what the Foundation is doing to the District Board. Nielsen assists with the communication as well. The Board will discuss is anyone is willing to volunteer for this role.

vii. **New fines and fees schedule (ACTION)**

Nielsen

Attachments:

- IX.vii.a. Proposed fines and fees schedule
- IX.vii.b. Resolution 2015-16.04, amending fines and fees schedule

Staff feel that many of the District's charges for items and services need to be updated, as indicated in the attached document. Some descriptions also needed to be clarified. Here are the reasons for the major suggested revisions:

- *Damaged media cover art:* Sometimes patrons may irreparably damage the cover art from a DVD or audiobook, for instance by spilling water on it. Staff must either download new art from the internet and reprint it or purchase it from one of our vendors to replace it. We feel that \$5 is a reasonable charge for this.
- *Damaged barcode or spine label:* Patrons (especially children) sometimes may rip off an item's barcode or spine label accidentally. This charge accounts to replacing these items, which costs relatively little for supplies and money.
- *Earphones:* The District does sell inexpensive earphones for use on the public computers. Patrons may keep these items. This charge previously was not included in our official fines and fees schedule.
- *Printouts:* The District has a color laserjet printer at Hood River Library and soon will have color inkjet printers at our other locations. Color printers are more expensive to operate than black and white ones. We do not have color copiers at any location. Our color printout charge is low compared to other businesses and institutions, and staff feel that \$0.50 per side more accurately accounts for our costs.
- *Research requests:* For out-of-county research requests, the first 15 minutes are free, but after that, we charge. Previously, we charged \$25 per hour. However, the people who primarily fulfill such requests typically are our higher-paid staff members, such as Assistant Director Rachael Fox and me. The \$50 amount better reflects our actual costs when considering wages, benefits, and the opportunity cost of the person's time. Such requested typically are for Hood River-specific information, such as obituaries.

As a financial document, the fines and fees schedule requires Board approval.

viii. **Public Records Policy revision (ACTION)**

Nielsen

Attachments:

- IX.viii.a. Proposed revisions to Public Records Policy
- IX.viii.b. Resolution 2015-16.05, revising the Public Records Policy

Due to the proposed fines and fees increases, the Public Records Policy also needs to be revised; part of the costs for public records requests involve copies and research time. It's particularly important to increase the research charge for Public Records Requests given that the Library Director is the custodian of records. While revising the fee amounts, I also reviewed some of the policy's wording and have some suggestions.

We have few official public records requests. The District makes the most commonly-requested items available online such as budgets, audits, board minutes and packets, and policies. However, occasionally

the District gets requests for other records. Most recently, we had a request for personnel records related to litigation in which the District was *not* directly involved. This year, SDAO also is encouraging districts to make sure that they have up-to-date public records and meetings policies. Fortunately, ours already are in good shape. The District's public meetings policies are addressed in the Board Governance Policy.

ix. **Gardens furniture authorization (ACTION)**

Nielsen

Attachments:

- IX.ix.a. Proposed tables being purchased for the Gardens
- IX.ix.b. Proposed chairs being purchased for the Gardens

At the 2015 Feast of Words in March, the Library Foundation raised \$30,000 toward reviving the Gardens. In addition to rehabilitating the plant beds, the money also is to be used to buy new furniture to replace much of the old teak furniture in the Gardens. The Foundation's Gardens committee feels that \$10,000 is an appropriate amount to devote to furniture, given how much was given for such purposes at the Feast of Words.

After researching, I found the attached furniture to purchase. The furniture design and color meshes well with the historic nature of our building and Gardens. It also is of industrial quality. We were planning to purchase six sets of tables plus four chairs. Five tables were purchased at the Feast of Words as well as several chairs. The sixth table is to replace the plastic picnic table in the upper patio area of the Gardens. This table was purchased by the Foundation in honor of Virginia Hosford, a long-time library volunteer who started Hood River County Reads. She died several years ago. The picnic table is being replaced as it does not mesh with the historic nature of the Gardens and building. It is being given to the Port of Hood River to honor Don Hosford's service. Two of these new seating sets will be put on the upper patio, one on the lower patio, and three under the pergola, replacing the teak benches there.

The combined cost of these six tables, 24 chairs, and shipping is \$9,462.14. This exceeds my spending authority of \$3,000 and thus requires Board approval. I am requesting Board approval for authority to spend up to \$10,000 to purchase new Gardens furniture, please. This purchase will come of the the Grants Fund Foundation donation.

X. Agenda items for next meeting, August 18, 2015

VanOrman

- Policy review

XI. Adjournment

VanOrman

Oath of Office

I, [board member], on this date of July 21, 2015, do solemnly swear, that I will support the Constitution of the United States, the Constitution of the State of Oregon, the laws thereof, and the policies of the Hood River County Library District, and that I will faithfully discharge the duties of Director to the best of my ability.

Signed:

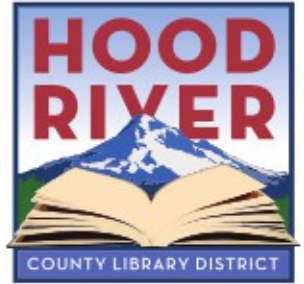
_____ Board Member

Attest:

_____ Board Secretary

Attest:

_____ Board President



**Board of Directors
Regular Meeting Minutes**

Tuesday, June 16, 2015, 7:00p

Jeanne Marie Gaulke Community Meeting Room

502 State St, Hood River

Suzanne VanOrman, President

Minutes prepared by Library Director Buzzy Nielsen

Present: Mary-Ethel Foley, Rachael Fox (staff), Buzzy Nielsen (staff), Mike Oates, Jean Sheppard (board member-elect), Sara Snyder, Alexis Vaivoda, Suzanne VanOrman

I. Additions/deletions from the agenda (ACTION)

VanOrman

President VanOrman called the meeting to order at 7:00p. Snyder moved to approve the agenda as presented. Oates seconded. The motion carried unanimously.

II. Conflicts or potential conflicts of interest

VanOrman

None stated.

III. Minutes from May 19 regular and May 26 budget meetings (ACTION)

VanOrman

Foley move to accept the minutes of the May 19, 2015, regular Board meeting and May 26, 2015, Budget Committee meeting as presented. Vaivoda seconded. The motion carried unanimously.

IV. Open forum for the general public

VanOrman

No public present.

V. Reports

i. Friends update

VanOrman

In addition to the written Friends of the Library report, VanOrman reported that they will not meet again until September. The Friends have their annual picnic potluck on Tuesday, August 11, 5:00p, at 505 Eugene St. in Hood River (Jean Harmon's home).

ii. Foundation update

Foley

In addition to the written Library Foundation report, Nielsen noted that several large decorative stones are being installed in northwest corner plant bed in the Georgiana Smith Memorial Gardens. Nielsen also now has a key to the irrigation system. The Foundation will work with local nonprofit WINGS to clean up areas of the Gardens.

iii. May financial statements

Nielsen

The May financial statements were unavailable at the time of the meeting. Nielsen reported, however, that the District received some unexpected tax revenue. In 2011, the District agreed to forgo revenue from some foreclosed properties to assist with an expansion of the Columbia Gorge Community College Hood River campus. Due to financial challenges at CGCC, the expansion isn't happening. The District therefore is receiving the deferred monies back, plus 0.6% interest, totaling \$4,171.22. He also noted that as of May 30, the District received \$17,430, or 2%, more than the budgeted amount of tax

revenue. VanOrman noted that, at a recent Special Districts Association of Oregon (SDAO) local networking event, some districts pay their boards of directors. It was the consensus of the Board not to pursue this.

iv. Director's report

Nielsen

In addition to his written report, Nielsen noted the following:

- He will be on vacation June 18-23, July 3-6, and July 11-18.
- He will work with the new board members after he returns from vacation.
- Partially inspired by HRCLD's program, Fort Vancouver Regional Library created an adult summer reading program for the first time. HRCLD patrons from North Bonneville, Stevenson, and White Salmon encouraged them to add it based on their experience with HRCLD.
- VanOrman and Nielsen attended the SDAO local networking event, which had a variety of districts from several counties. During the event, there was some discussion about sick leave legislation and health insurance.
- The Board determined that it was appropriate for members and their families to enter the District Summer Reading Program drawings.

VI. Previous business

There was no previous business.

VII. New business

i. 2015-16 budget approval (ACTION)

Nielsen

VanOrman opened the budget hearing at 7.10p. There were no comments. The hearing closed at 7.12p. Oates moved to accept Resolution 2014-15.011, adopting the 2015-16 budget in the amount of \$1,851,737, making appropriations, imposing taxes of \$0.3900 per \$1,000 of assessed property value, and categorizing taxes. Foley seconded. The motion carried unanimously.

ii. Approval of recurring payments for 2015-16 (ACTION)

Nielsen

Foley moved to accept Resolution 2014-15.012, authorizing vendors for online and automatic payments in 2015-16. Oates seconded. The motion carried unanimously.

iii. Cascade Locks Library lease agreement (ACTION)

Nielsen

In response to a question from Snyder, Nielsen noted that the lease for the Cascade Locks Library will be paid in January 2016 and will be pro-rated if the branch is moved before then. Snyder moved to approve the intergovernmental agreement with the City of Cascade Locks to continue siting the District's Cascade Locks Library in Cascade Locks City Hall. Foley seconded. The motion carried unanimously.

iv. Sage Systems Librarian contract renewal (ACTION)

Nielsen

Snyder moved to approve the intergovernmental agreement with Baker County Library District, on behalf of Sage, for the District administering the Sage Systems Librarian position. Vaivoda seconded. The motion carried unanimously.

v. Discussion of 2015-16 President and Vice-President positions

VanOrman

The Board discussed officers for 2015-16. VanOrman agreed to be nominated for President, and Vaivoda agreed to be nominated as Vice-President. Elections will be held at the July 21 meeting.

vi. Discussion of 2015-16 regular meeting time

VanOrman

Continuing and new Board members agreed that the current meeting date and time of the third Tuesday of the month, 7.00-9.00p, at the Hood River Library works for all of them. Nielsen will prepare a resolution for the next meeting establishing the time officially for 2015-16.

vii. Executive session: Library Director evaluation

VanOrman

The Board moved into executive session at 7.19p to evaluate Nielsen, in accordance with ORS 192.660 (1) (i) Personnel. Nielsen and the Board invited Fox and Sheppard into the session The Board moved out of executive session at 7.23p. Oates thanked Nielsen for stepping up to the position when the reopening required so much commitment. Vaivoda said that Nielsen keeps things running well. VanOrman noted that it's a lot of work to keep the Board informed and she appreciates Nielsen's communication.

viii. Library Director contract renewal (ACTION)

VanOrman

The Board discussed renewing Nielsen's contract for 2015-16. Snyder asked if it should be stated in the contract that Nielsen must consult SDAO and legal counsel before terminating an employee. The Board felt that it was sufficient having this statement in the Personnel Policies. Nielsen also clarified that he does not plan to pay for an American Library Association membership himself as he thinks its worth neither the District nor his money. Foley moved to renew Nielsen's contract as Library Director from July 1, 2015, to June 30, 2016. Vaivoda seconded. The motion carried unanimously.

ix. Thank you to departing board members

Board

Continuing and new Board members thanked departing board members Foley and Oates. They were presented with flowers and vases in recognition of their service. It was noted that both worked incredibly hard to reopen the libraries after a year of closure. The initial Board worked well together, even though nobody understood what they were undertaking. Their efforts made Hood River County's libraries stronger..

VIII. Agenda items for next meeting, July 21, 2015

VanOrman

- Swearing in of new Board members
- Review of strategic goals
- Board officer elections
- Appointing agents of record
- Resolution establishing regular meeting time
- Legal services contract renewal
- Public Records Policy revision
- Board Library Foundation liaison

IX. Adjournment

VanOrman

The meeting adjourned at 7.41p.

Subject: Hi Buzzy-maija has a project
From: Maija Yasui <maijayasui@hotmail.com>
Date: 07/08/2015 01:54 PM
To: Hood River County Library <buzzy@hoodriverlibrary.org>

Hi Buzzy

Retirement does not find me idle, no surprise.

I am hoping we can visit about a possible project in conjunction with the library and the Min Yasui project the middle schoolers have been working on with Sarah Segal. I know you worked on the walking tour of Hood River with her to the various Yasui buildings. (June and I had a very simple version years ago) . And perhaps you have seen the video the children made that went to the President. All of our political representatives have sent letters of endorsement. From Oregon to Colorado, Washington DC to Seattle Washington to relatives in Japan.

I am also heading up a fund drive with the Yasui family to have a statue or laser basalt carving of Min Yasui to be placed in Hood River at some central "freedom of speech" place . Of course the first thought was the library. Second though overlook park, third though Hood River Middle School from where he graduated, or fourth the train station from where his family was evacuated.

You are probably aware that we submitted an application for President Obama to consider in acknowledging Min Yasui's life work with a Presidential Medal of Freedom. We have not heard to date whether that is going to happen this fall. But we are commemorating his 100th birthday in October 2016 with a movie, theatrical production (preview highlights on Tuesday July 28th at APANO in Portland. The Yasui clan is gathering in Hood River the weekend of July 31, 1 and 2 (85 strong) and I hope to share with them the idea of a statue or a basalt carving (Min's daughter's choice) and placement in Hood River at one of the primary locations.

Would you be interested in having a conversation about this Buzzy? I can attach all of the information we submitted for the Presidential Medal of Honor to see if he is worthy of such attention in our community.

My new contact information is maijayasui@hotmail.com and home phone is 541-354-1023

— Attachments: —

#1 Minoru Yasui Background 11.01.14_FINAL.pdf	197 KB
#2 2014_10_31MYbio_timeline_Final.pdf	110 KB
_PROJECT DESCRIPTION_2014.10.12.docx	114 KB

Minoru Yasui – Background

On March 28, 1942, at 8 p.m., Minoru Yasui took a three-hour walk in downtown Portland that ended with his arrest — for breaking a curfew imposed on all persons of Japanese ancestry. Never mind that Mr. Yasui was an Oregon born U.S. citizen, a graduate of the University of Oregon, the first Japanese American graduate of the University of Oregon School of Law, and a proud American. To the U.S. government, through Executive Order 9066, he was simply a criminal — for breaking an ethnically based curfew. Indeed, Mr. Yasui was convicted for this act of defiance, and his conviction was ultimately upheld by the Supreme Court of the United States.

The Minoru Yasui Tribute Project is composed of a dedicated group of attorneys, activists and other community leaders. Its mission is to honor and carry on the legacy of its namesake, a man who courageously stood up for 120,000 Americans of Japanese ancestry, and for many, many others — a man who embraced justice and equality for all Americans, most dramatically demonstrated by courageously standing up for 120,000 Americans of Japanese ancestry, but also embracing equality far beyond the Japanese American community by fighting for the rights of Latinos, African Americans, youth, people with disabilities and many other groups. He dedicated his life to protecting and advancing civil liberties for all Americans, particularly disadvantaged communities of color from many walks of life.

Minoru Yasui (Min) was born in Hood River, Oregon, in 1916, and became the first Japanese American member of the Oregon State Bar. He was also the first to violate the discriminatory military orders – the curfew being the first such order, proclaimed on March 24, 1942. As a young attorney, his firm belief was to bring a test case to vindicate his rights and those of all American citizens. The Federal District Court of Oregon, however, ruled otherwise, and Yasui spent nine months in solitary confinement awaiting his appeal to the U.S. Supreme Court. On June 21, 1943, the High Court ruled in *Yasui v. United States* that the U.S. government did have the right to restrict the lives of American citizens—based on race—in the name of “military necessity.”

Yasui’s fervor for justice was undeterred. He dedicated his entire life to building communities and furthering human and civil rights (please see attached Biographical Timeline). His leadership and activism spanned six decades from 1931 to 1986 and included, inter alia:

- Founding member of the Mid-Columbia (1931, Hood River, OR) chapter of the Japanese American Citizens League (JACL); founding member and officer of the Mile High (Denver, CO) chapter and Mountain-Plains District; member of the National Council.
- Scoutmaster of multi-racial Boy Scout Troops in Chicago, IL and Denver, CO; serving in various offices on the local and district level from 1945-1986.
- In 1946, he helped found the Urban League of Denver (addressing African American concerns) and serving on its board until 1954.
- In 1963 helping to found the Latin American Research and Service Agency (Colorado Latino leadership, advocacy and research organization).
- In 1968, he helped to organize Denver Native American United (now called Denver Indian Center) and served as their consultant until his death in 1986.
- Lobbying against legislation introduced in the Colorado General Assembly to prohibit aliens from owning land (1945); lobbying for and files claims for Japanese Americans under the Evacuation Claims Act of 1948; lobbying for passage of the McCarran-Walter Act of 1952 (allowing for US citizenship and immigration of Japanese nationals previously prohibited from becoming naturalized).

- Serving on the Denver Commission on Community Relations from 1959 to 1967; first as commissioner, then elected Vice-Chair and Chair; in 1967 appointed by the mayor as Executive Director, where he initiated various entities: Commissions on Youth, Aging, and Human Services; the Council on Disabled; and the Office of Citizen Response
- From 1970's to his death: Chair of Denver Anti-Crime Council (preventative and rehabilitation projects; promotion of police-community relations); Board member of Employ-Ex (ex-offenders), member of the National Association of Police-Community Relations Officials.
- Among other numerous community leadership roles and involvement include:
 - ACTION's volunteer programs, Director;
 - American Red Cross, Mile-High Chapter, Board member;
 - "Leadership Denver," executive committee member;
 - Metropolitan YMCA of Denver, Board member;
 - Colorado Humanities Program, board chair; Denver Public Schools Advisory Commission on Equality and Educational Opportunity;
 - Denver Opportunity (War on Poverty), board member and chair;
 - Mayor's Task Force on Refugee Affairs, member;
 - Colorado Alliance of Pacific/Asian Americans, board member;
 - "People-to-People," international friendship organization, board chair and member;
 - Colorado Council on International Organizations, board member;
 - Colorado State Advisory Committee of the US Commission on Civil Rights, board member and chair;
 - National Association of Human Rights Workers, member;
 - International Association of Human Rights Agencies, member.

Yasui also served as chair of the National JACL Committee on Redress from 1981 until his death in 1986, where he committed his heart and soul to that pursuit.

In the early 1980s documents discovered in the national archives formed the basis for reopening his World War II case under the procedure of coram nobis. His petition alleged governmental misconduct, and fraud upon the courts. In 1984, Yasui's case was heard in the Federal District Court of Oregon, which vacated (overturned) Yasui's 1942 wartime conviction, but denied his request for an evidentiary hearing regarding the alleged governmental misconduct. While Yasui's request for such a hearing was on appeal, he succumbed to cancer on November 12, 1986.

His legacy of public service lives on with the Minoru Yasui Community Volunteer Award (Denver) in recognition of his tireless spirit of volunteerism, in the Minoru Yasui Inn of Court, (American Inns of Court are designed to improve the skills, professionalism and ethics of the bench and bar, bringing together judges, lawyers, and in some cases, law professors and students), and at the University of Oregon School of Law "Minoru Yasui Endowment for Human and Civil Rights Law," among other activities.

Today he remains a role model for activism to promote equity for all communities across this country. While multi-racial/ethnic and cross-cultural collaborations as those Minoru Yasui undertook may seem common place today, Yasui was decades ahead of his time and a true leader in laying the foundation for how we think about and go about that work.

PRESIDENTIAL MEDAL OF FREEDOM

One specific objective of the Minoru Yasui Tribute Project is to seek the Presidential Medal of Freedom to recognize Yasui's extraordinary commitment as an outspoken leader and advocate for community service, human and civil rights, and redress. To that end, the Tribute Project sought a resolution from the National Japanese American Citizens League (JACL) to support Minoru Yasui's nomination, which was passed at the national organization's annual convention in July, 2014. Since

that time, JACL's Executive Director, Priscilla Ouchida, has submitted a letter to the White House Office of Public Engagement nominating Minoru Yasui for Presidential Medals of Freedom in 2014.

The Minoru Yasui Tribute committees are being organized, and their focus is on his life-time of achievements. The committees are seeking endorsements from national organizations, congressional delegations, key state officials (members of Congress and state and local leaders), and key state organizations. In addition, State/Regional Minoru Yasui Tribute committees may be organizing events in 2015 to increase public awareness and education about Yasui's achievements as a patriot, activist, and leader.

MINORU "MIN" YASUI
An Exemplary Lifeⁱ

October 19, 1916. Minoru Yasui born in Hood River, Oregon. Third son of Masuo and Shidzuyo Yasui.

1931. Helps to found the Mid-Columbia Japanese American Citizens League (JACL) and serves as president in 1933.

1933. Graduates salutatorian from Hood River High School.

1937. Graduates Phi Beta Kappa from the University of Oregon.

June 1939. Receives law degree from the University of Oregon School of Law, the first Japanese American graduate of this institution.

September 1939. Admitted to practice law in Oregon, the first Japanese American member of the Oregon State Bar.

1940. Unable to find employment with established law firms in Oregon, Min accepts position as Consular Attaché for Consulate General of Japan in Chicago, writing letters and speeches and performing other work requiring use of English.

December 1941. Immediately following bombing of Pearl Harbor, Min resigns his position with Japanese Consulate and returns to Oregon. He had been commissioned a second lieutenant in the U.S. Army Reserves after graduating from the University of Oregon. Receives orders to report for duty in Fort Vancouver, Washington, but there he is told his service is not acceptable because of his ancestry.

January 1942. Opens law practice in Portland, OR, to help persons of Japanese ancestry with legal issues during the chaotic and turbulent times following Japan's attack on Pearl Harbor. He is inundated with requests for legal assistance; at this time, he is the only practicing attorney of Japanese ancestry in Oregon.

February 19, 1942. President Franklin D. Roosevelt signs Executive Order 9066 which authorizes the military to designate areas from which any or all persons could be excluded.ⁱⁱ Min consults with other attorneys who agree that any orders singling out one racial group for exclusion would be unconstitutional.

March 24, 1942. Lt. General John L. DeWitt, Military Commander of the Western Defense Command, issues Public Proclamation No. 3, imposing travel restrictions and a military curfew upon German aliens, Italian aliens and all persons of Japanese ancestry.ⁱⁱⁱ The proclamation applies to American citizens of Japanese descent as well, but not American citizens of German or Italian descent. Min views this order as

unlawful discrimination based on race/ancestry and a clear violation of the U.S. Constitution.

March 28, 1942. Unable to find a volunteer to bring a test case on behalf of all Japanese Americans, Min decides to do so himself. On the Saturday night that the discriminatory curfew goes into effect, he deliberately violates it. He leaves his law office at 8:00 p.m., after curfew, and walks the streets of Portland, Oregon, while his secretary calls the police headquarters periodically to inform them of his location. After several hours with no result, Min approaches a police officer and insists that he be arrested for violation of the curfew, showing the officer a copy of the Public Proclamation and his birth certificate to prove that he is of Japanese ancestry, but the patrolman tells him to go home. Min then goes to the Portland Police station, where he is arrested, and spends two nights in jail before being released on bail the following Monday.

May 1942. Evacuation orders are posted in Portland. Min notifies the authorities that he has no intention of obeying what he considers “unconstitutional, illegal and unenforceable” orders, gives the military his Hood River address, and heads back to his family home. On May 12, military police arrive at the Yasui family home in Hood River and escort Min back to Portland, depositing him in the North Portland Livestock Pavilion, which has been hastily fortified and renamed the Portland Assembly Center. There he awaits his trial.

June 12, 1942. Min’s one-day trial begins before Judge James Alger Fee in the U.S. District Court for the District of Oregon. After quickly establishing the facts of the curfew violation, the remainder of the trial focuses on Min’s loyalty to the USA, with the prosecution emphasizing his employment with the Japanese Consulate and a “racial characteristics” argument. The trial ends at 5:00 p.m. and the judge reserves ruling in order to consider the evidence.

June 12, 1942 to September 1942. Sent back to the Portland Assembly Center. He spends the remainder of the summer there, doing free legal work.

September 1942. Sent by military transport to the Minidoka Relocation Camp in Idaho along with all other Japanese Americans from the Portland area.

November 1942. Under armed guard, Min is taken from Minidoka back to Portland, to hear Judge Fee’s decision in his case. Upon arrival, he is put into an isolation cell in Multnomah County Jail. The next day he is removed from that cell in handcuffs, chained around the waist, and walked to the courtroom one block away. Judge Fee rules the curfew order as applied to American citizens was unconstitutional. But he then rules that Minoru Yasui is not a United States citizen, concluding that Min’s work for the Japanese Consulate in Chicago, effectively resulted in a renunciation of his U.S. citizenship. Therefore, according to Fee, Min disobeyed a lawful regulation governing enemy aliens and is found guilty as charged. He is sentenced to the maximum penalty: one year in jail and a \$5,000 fine. Elated by the ruling on the

curfew but dumbfounded by the ruling on his citizenship, Min immediately instructs his lawyer to appeal his conviction.

November 1942 – August 1943. Spends nine months in solitary confinement, in a six-by-eight-foot windowless cell in Multnomah County Jail, awaiting his appeal.

April 1943. After arguments are filed, the Ninth Circuit Court of Appeals certifies Min's case to the Supreme Court of the United States.

May 10 and 11, 1943. The Supreme Court hears oral argument on the *Hirabayashi v. United States* and *Yasui v. United States* cases. Though the Yasui case was initiated several months before the Hirabayashi case, *Yasui* is heard as a companion case to *Hirabayashi*. Min's defense team includes E. F. Bernard from Portland and A. L. Wirin from Los Angeles. Solicitor General Charles Fahy argues the case for the United States.

June 21, 1943. The Supreme Court reverses the lower court on both counts, ruling the curfew order constitutional as applied to United States citizens due to "wartime necessity" and that Min Yasui did not lose his U.S. citizenship. Thus the High Court upholds the lower court's conviction of Min, but frees him from further incarceration for the time he has already served in the Multnomah County Jail.

August 1943. Min trades one prison for another; he is released from the Multnomah County jail in Portland and taken under armed guard to Minidoka Relocation Camp in Idaho.

June 1944. Released from Minidoka for employment as a laborer in an ice plant in Chicago.

September 1944. Moves to Denver, Colorado where his mother and sister are residing and enrolls in a bar exam review course at the University of Denver.

1944-1986. As before and during internment, Min continues to be an active, vociferous member of the JACL, on both the local and national levels, until his death at the age of 70 in 1986. In Denver, he is a founding member, and holds various offices in the Mile High chapter and the Mountain-Plains district.

1945. Sits for Colorado bar examination. Although he receives highest score among group of candidates that year, Min is denied admission to the Colorado bar because of his criminal conviction. Represented by Samuel L. Menin, Min appeals to the Colorado Supreme Court and wins the right to practice law in Colorado.

1945. Continues his fight against racial bigotry and hatred in Colorado. At great personal risk, Min speaks out vigorously against legislation introduced in the Colorado General Assembly to prohibit aliens from owning land. It is clear that the intent of this bill is to keep Japanese *Issei* (first generation immigrants) from resettling in Colorado and purchasing land.

1945-1962. As scoutmaster of the multiracial Boy Scout Troop 38, Min takes his boys on camping trips in the Rocky Mountains every month for over 15 years. From 1962 until his death in 1986, he was involved in various Boy Scout of America activities.

1946-1954. Helps found the Urban League of Denver, a group dedicated to addressing issues of concern to the African-American community and serves on its board until 1954.

January 1946. Admitted to the Colorado bar. He rents an office in downtown Denver (future Japantown); long hours and low pay characterize his practice. Many of his clients can only afford to pay him in-kind, or not at all.

November 1946. Marries True Shibata, originally from California, but interned at the Amache Relocation Camp in Granada, Colorado. Min and True have three daughters – Iris, Laurel and Holly.

1948. Evacuation Claims Act of 1948. Min works countless hours, until the 1960s, helping file claims for Japanese Americans who suffered economic losses because of their forced evacuation. However, only about 4 percent of the economic losses is compensated.

1948-1986. Newspaperman and journalist. Min works as regional correspondent for *Nisei Vue* of Chicago from 1948-50; columnist for *the Rocky Shimpo* of Denver from 1950-52; English editor of the *Colorado Times* from 1952-58; editor and publisher of the *Mountain-Plains AJA* (Americans of Japanese Ancestry) *News* from 1960-65; and contributor to the *Rocky Mountain Jiho* of Denver and the National JACL newspaper, *Pacific Citizen*, until his death in 1986.

1951-54. Min and the JACL lobby for passage of the McCarran-Walter Act of 1952, which removes the prohibition on Japanese aliens applying for U.S. citizenship. Prior to passage, Japan-born *Issei* (first generation immigrants) in the United States were deemed aliens ineligible for citizenship. After passage of this Act, Min helps many elderly Japanese *Issei* through the naturalization process to become U.S. citizens.

1952. Awarded “Nisei of the Biennium” at the National JACL Convention in San Francisco, California.

1959-1967. Serves as a member, vice-chair and chair of the Denver Commission on Community Relations.

1963-1972. Helps found Latin American Research and Service Agency (LARASA – now called CLLARO – Colorado Latino Leadership, Advocacy and Research Organization) and continues as a consultant until 1972.

1967-1983. The Mayor of Denver appoints Min as Executive Director of the Commission on Community Relations. Min holds that position until his retirement from city service in 1983. During his tenure, he initiates various agencies, including the Commissions on Youth, Aging, Human Services, the Council on Disabled and the Office of Citizen Response.

1967-1986. Member of Denver Public Schools Advisory Committee on Equality of Educational Opportunity, until his death.

1968-1975. Board member of Denver Opportunity (“War on Poverty” program); chairman in 1969 and 1973.

1968-1986. Helps organize Denver Native Americans United (DNAU – now called the Denver Indian Center) and continues as a consultant until his death.

1972-86. Member, board and chair of the Denver Anti-Crime Council (preventative as well as rehabilitation projects; promotion of police-community relations), until his death.

1972-1974. Chair of the board of Employ-Ex, a program for ex-offenders.

1974-1980. Member of the National Association of Police-Community Relations Officials.

1974-1977. Sponsor of Presidential Classroom program for Denver Public Schools (sends high school students to Washington D.C.).

1974-1983. Sponsor of Executive Intern program for Denver Public Schools. Mentors two high school students per year at the Commission on Community Relations during this period.

1974-1986. Member of National Association of Human Rights Workers (NAHRW) until his death.

1975-1986. Member of the Colorado State Advisory Committee (SAC) of the U.S. Commission on Civil Rights; in 1979, Min serves as chairman of the Colorado SAC until his death.

1976-1986. Founding member of National JACL Committee on Redress. Min is elected Chair of the National JACL Committee on Redress in 1981 as the movement gains strength and nationwide recognition. This is the main cause to which he devotes himself until his death (see below).

The Commission on Wartime Relocation and Internment of Civilians (CWRIC) is created by Congress in 1980 and hearings take place throughout the country in 1981. The final results are published in 1983 under the title *Personal Justice Denied*,

which serves as the basis of the Civil Liberties Act of 1988, granting survivors a public apology, reparations of \$20,000 per internee and a public education fund.

1976-1986. Member of International Association of Human Rights Agencies (IAOHRA) until his death.

1976-1986. Board member of Metropolitan YMCA of Denver until his death.

1976-1986. Helps found "People-to-People," an international friendship association, and serves as chairman, then member of the board until his death.

1976 - present. Min Yasui Community Volunteer Award (MYCVA). As director of Commission on Community Relations, Min institutes a monthly award to recognize individuals in the community who give their time to worthy causes, providing a substantial donation to the organization of their choice. In 1976, this award is renamed the Minoru Yasui Community Volunteer Award (MYCVA), in recognition of Min's tireless spirit of volunteerism. The Denver City Council passes an ordinance to financially sponsor MYCVA, which is now a project of the Denver Foundation.

1978-1983. Member of Inter-faith Forum, serving as Secretariat in 1980.

1978-1986. Board member of Colorado Alliance of Pacific/Asian Americans until his death.

1979-1983. Member of the Mayor's Task Force on Refugee Affairs.

1980-1986: Board member of Colorado Council of International Organizations until his death.

1981-1986. Chair of National JACL Committee on Redress. In 1981, Min criss-crosses the country to attend all the hearings of the Commission on Wartime Relocation and Internment of Civilians (CWRIC). After the hearings, he continues to speak, give interviews and lobby for passage of Congressional legislation on redress. He makes hundreds of speeches, writes thousands of letters and papers and attends thousands of meetings throughout the nation, drumming up support for redress until the day that he died in 1986.

1982. Awarded "JACLER of the Biennium" at the National JACL Convention, Los Angeles, California.

February 1, 1983. Min's lead attorney, Peggy Nagae, files a writ of error *coram nobis* in the U.S. District Court for the District of Oregon in order to re-open his World War II case. In addition to his untiring commitment to the redress movement, Min remains adamant in his desire to see the discriminatory World War II curfew overturned. The release of previously classified documents under the Freedom of Information Act provides a basis for his *coram nobis* case. Min's petition requests

the court to vacate his conviction, dismiss the underlying indictment, make findings of governmental misconduct and declare unconstitutional Public Proclamation No. 3, under which he had been convicted.

March 1983. Proclaimed “Honorary Life Member” of the Company K Club, 442nd Regimental Combat Team, Veterans Association.

September 1983. Receives Oregon State Bar Association “Award of Merit.”

November 1983. Receives American Civil Liberties Union (ACLU) of Oregon “E.B. McNaughton Award.”

December 1983. Receives, with Gordon Hirabayashi and Fred Korematsu, the American Civil Liberties Union (ACLU) of Northern California “Earl F. Warren Civil Liberties Award.”

January 26, 1984. District Court Judge Robert C. Belloni issues his ruling on Min’s *coram nobis* case in Portland, Oregon, vacating his conviction, but agreeing with the government to dismiss the petition on the remaining issues. Min believes that the reversal of his conviction is not sufficient and appeals the judge’s decision on the dismissal of the remainder of his writ.

February 1984. Receives American Civil Liberties Union (ACLU) of Colorado “Carl E. Whitehead Award.”

March 1984. Receives U.S. Department of Justice “Community Service Award.”

March 3, 1984. “Minoru Yasui Day” proclaimed by Colorado Governor Richard Lamm and Denver Mayor Federico Peña.

November 12, 1986. While his case is on appeal at the Ninth Circuit Court of Appeals, Minoru Yasui dies in Denver, Colorado.

November 1986. The government moves to dismiss Min Yasui’s *coram nobis* appeal on the grounds that the plaintiff is deceased and, therefore, the case is moot. The Ninth Circuit grants the government’s motion to dismiss, and the case is appealed to the U.S. Supreme Court.

October 5, 1987. The U.S. Supreme Court upholds the lower court’s ruling, thus ending the *coram nobis* appeal.

But the legacy continues ...

August 10, 1988. Civil Liberties Act of 1988 signed into law by President Ronald Reagan, granting redress of \$20,000 and a formal apology to every person of Japanese ancestry incarcerated during World War II.

1990-1993. The first redress checks authorized by the Civil Liberties Act of 1988 are issued to ex-internees over 70 years of age, with a total of more than 80,000 persons receiving reparations until 1993.

1996-1998. The Civil Liberties Public Education Fund, created by the Civil Liberties Act of 1988, finances publication and distribution of “Personal Justice Denied: Report of the Commission on Wartime Relocation and Internment of Civilians” and 135 educational projects on a wide range of related topics.

ⁱ The information in this timeline is taken from the curriculum vita written by Minoru Yasui himself in 1983; the book *Stubborn Twig: Three Generations in the Life of a Japanese American Family*, by Lauren Kessler, Oregon State University Press, Corvallis, OR 2005; an article written by Kerry S. Hada and Andrew S. Hamano entitled “Five of the Greatest: A Tribute to Outstanding Lawyers in Colorado History” *The Colorado Lawyer: Official Publication of the Colorado Bar Association* (July 1998 Vol. 27, No. 7); information from the Densho website (<http://www.densho.org/>).

ⁱⁱ Executive Order 9066, 7 Fed. Reg. 1407 (1942), stated in pertinent part: *[By] virtue of the authority vested in me as President of the United States, and Commander in Chief of the Army and Navy, I hereby authorize and direct the Secretary of War, and the Military Commanders whom he may from time to time designate whenever he or any designated Commander deems such action necessary or desirable, to prescribe military areas from which any or all persons may be excluded, and with respect to which the right of any person to enter, remain in, or leave shall be subject to whatever restrictions the Secretary of War or the appropriate Military Commander may impose in his discretion.*

ⁱⁱⁱ Public Proclamation No. 3 was issued on March 24, 1942, pursuant to the Act of March 21, 1942, 56 Stat. 173 (1942). Public Law No. 503, 56 Stat. 173, provided in pertinent part: *[W]hoever shall enter, remain in, leave or commit any act in any military area ... contrary to the restrictions applicable to any such area ... shall, if it appears that he knew or should have known of the existence and extent of the restrictions or order and that his act was in violation thereof, be guilty of a misdemeanor and upon conviction shall be liable to a fine not to exceed \$5,000 or to imprisonment for not more than one year, or both, for each offense.*

The MINORU YASUI TRIBUTE project description

The purpose of the Minoru Yasui Tribute (MYT) project is to honor and reflect upon the contributions of Minoru Yasui in “making the world a better place,” culminating in a Centennial Tribute Symposium in 2016 – the 100th anniversary of his birth. The MYT national committee, consisting of family and friends from throughout the nation, and state/regional MYT committees in Oregon, the Los Angeles area, Colorado and other cities/regions will carry out the tribute projects.

Three Tribute projects are already underway:

- 1) a campaign to recognize Min Yasui with a **Presidential Medal of Freedom**, which will entail national mobilization with media coverage of public events to take place after the nomination;
- 2) production & screenings of a short **tribute film**; and
- 3) development & readings of **theatrical pieces**.

At least two more projects will be carried out:

- 4) publication of the **autobiography** by Min Yasui written in 1983, which covers his family background and through his entry to the Colorado State Bar in 1946, plus appendices.
- 5) a Min Yasui **memorial exhibit** to be created from materials gathered for the film, and if we are successful, crowned by the Medal of Freedom!

PRESIDENTIAL MEDAL OF FREEDOM campaign

One of the goals of the Tribute project is the recognition of Minoru Yasui with the Presidential Medal of Freedom, the highest civilian honor in the nation, presented to “individuals who have made especially meritorious contributions to the security or national interests of the United States, to world peace, or to cultural or other significant public or private endeavors.” (from the White House webpage) This Medal was created by President John F. Kennedy in 1963 and, since that date, has been awarded to more than 500 persons from a broad range of backgrounds and fields.

Peggy Nagae, Min Yasui’s coram nobis attorney, is spearheading this *pro-bono* effort with a committee of attorneys and community supporters. State/regional Minoru Yasui Tribute (MYT) committees will seek endorsements from national civil rights organizations, members of Congress and local elected officials for the nomination, which we plan to submit to the White House in early 2015. A MYT committee Starter Kit has been developed specifically for the launch of the Presidential Medal of Freedom campaign; this Kit includes a background summary on achievements of Minoru Yasui; a detailed biographical timeline of the life of Minoru Yasui; this project description; description of the Presidential Medal of Freedom nomination strategy and instructions for the collection of

endorsements; information for organizing nomination follow-up activities (theatrical pieces, film, talks); ground rules; and Minoru Yasui Tribute project letterhead. For a copy of this Starter Kit, contact the MYT administrator, June Schumann at myasuitribute.info@gmail.com.

Additional activities taking place in support of the Min Yasui Tribute (MYT) project in general and the Presidential Medal of Freedom campaign in particular are:

- 1) production of a Min Yasui Tribute **web page**, to be linked to www.minoruyasui.org and www.minyasui.org (domain names owned by The Denver Foundation, which has given us permission to create and maintain a page in their web site) and our fiscal sponsor, the Oregon Nikkei Endowment (<http://www.oregonnikkei.org/>).
- 2) Production of Min Yasui Tribute web pages in the **social media**, Facebook and Twitter.
- 3) **Media coverage** of Min Yasui Tribute events; blog and newspaper/magazine articles, feature stories and reports.

TRIBUTE FILM on MINORU YASUI

This film, co-directed by Holly Yasui and Will Doolittle, will be 15-30 minutes long, distributed without charge to nonprofit and educational organizations including our fiscal sponsor, the Oregon Nikkei Endowment (ONE) Legacy Center. The film can be used in public events and also for continuous-loop projection as part of the Memorial Exhibit (see below). It may also be used in future fundraising for the production of a longer 60-minute documentary film with a fuller social and political context.

Materials already gathered for the film are: old family photos from the early 1900s as well as more recent ones from various sources; letters that Min Yasui wrote from jail and in later life; documents from World War II and other periods of his life (the evacuation notice, the Multnomah County Jail booking record, travel itineraries, awards, etc.); film footage / audio recordings of speeches and interviews given by Min Yasui (from award-winning films *Unfinished Business* by Steven Okazaki and *Family Gathering* by Lise Yasui; also *Citizen Min*, a segment produced by Mike Goldfein in 1983 for KUTV in Utah – permission has been granted for use of footage from these sources). As of October 12, we have filmed 8 interviews with people who knew him and/or his work during different periods of his life, in Oregon and in Los Angeles; and we will be interviewing 10 more people in Denver in November, 2014.

Post-production will start that month – editing and creation of the sound track, including narration by George Takei. We hope to finish a rough-cut of the film by the end of the year 2014 and record and mix the sound track at the beginning of 2015 in order to have the film ready for premieres on the Day of Remembrance in Denver, Colorado and Portland, Oregon and other MYT committees upon request.

THEATRICAL WORKS on MINORU YASUI

Playwright Nikki Louis, author of *Breaking the Silence: Three Generations of Nikkei Voices* has integrated a vignette about Minoru Yasui in that piece, which is being performed in Oregon and Washington state in 2014 and 2015. Nikki is also collaborating with Holly Yasui, who wrote a play in 1993 about Min Yasui, originally entitled *Unvanquished*, to be renamed as part of a title contest in the fall of 2014. The play focuses on Min Yasui's test case and the events leading up to it. A revised version is being informally read in Salt Lake City in October of 2014 as part of the script development process. Holly will be working with a theater company in Denver and in Portland for staged readings and performances of this play.

As of October 10, 2014 we are awaiting permission to offer a second piece, *The Constitution in Time of War: The Trial of Minoru Yasui* to MYT committees and supporters. It is based on the actual transcript of Min Yasui's U.S. District Court trial in 1942, adapted by George Taylor and Karen Fink, with narration by Judge Denny Chin.

Publication of the AUTOBIOGRAPHY of MIN YASUI

This project will be initiated in 2015. We would like to edit and publish an autobiographical piece that Min Yasui wrote in 1983, which starts with his family background and relates in great detail his wartime experiences including Pearl Harbor Day, his constitutional test case, his sojourn at the Portland Assembly Center, Minidoka Relocation Camp and the Multnomah County Jail, through 1946 when he was admitted to the practice of law in Denver, Colorado.

Appendices to this autobiography may include excerpts from a PhD thesis about Minoru Yasui; selections from *Stubborn Twig: Three Generations in the Life of a Japanese American Family* by Lauren Kessler, c. 2005, published by Oregon State University Press; his letters and poetry from jail; materials from the theatrical pieces; and transcripts from the film and other interviews. Photos and documents collected for the film will be used as illustrations.

MIN YASUI MEMORIAL EXHIBIT

The primary materials collected for the tribute film and book (photos, letters, documents, awards, etc.) will be mounted on panels and/or placed in showcases with titles and explanatory text for the 2016 Centennial Tribute events. The biographical timeline developed for the Presidential Medal of Freedom campaign may be reproduced on panels, or possibly as a wall mural. As mentioned above, the short film may also be used as a continuous loop projection in this exhibit, and we hope to feature the Presidential Medal of Freedom!

After the 2016 Centennial Tribute Symposium, with permission of Yuka Yasui Fujikura and Homer Yasui, the Minoru Yasui Memorial Exhibit will be entrusted to the Oregon Nikkei Endowment Legacy Center project. Reproductions of the artifacts in the exhibit will be used as illustrations in the autobiography of Minoru Yasui, and may be made available to other institutions upon request.

MediaRites' Theatre Diaspora Outreach Project Presents

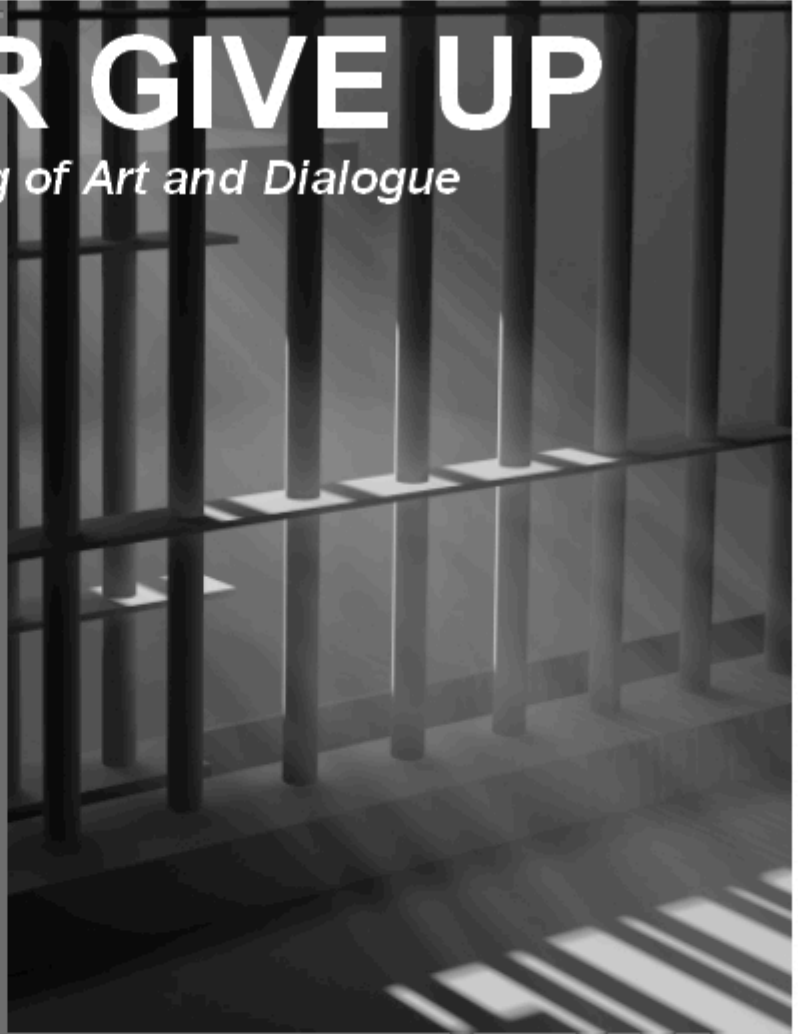
NEVER GIVE UP

An Evening of Art and Dialogue

Wednesday, July 29th
6:00-7:30 PM
followed by refreshments

Jade/APANO Multicultural Space
(JAMS) new Community Space

8114 SE Division Street



Art: Excerpts from *Citizen Min*
A Play About Japanese-American
Civil Rights Activist Minoru Yasui
Written by Holly Yasui & Directed by Chisao Hata

Dialogue: Discussion of Minoru Yasui's impact on
civil rights, immigration, and national
security policies – then and now



THEATRE
DIASPORA



OREGON NIKKEI ENDOWMENT

MINORU
YASUI
Tribute Project



MEDIARITES
MANY CULTURES MANY VOICES

APANO

ASIAN PACIFIC AMERICAN NETWORK OF OREGON

Hood River County Library District
Balance Sheet - Cash Basis
May 31, 2015

ASSETS

	General Fund	Grants Fund	Capital Equipment Reserve Fund	Total
Current Assets:				
Cash in bank - Columbia State Bank	\$111,020			\$111,020
Cash with Hood River County	540,032	\$39,085	\$97,824	676,941
Petty cash	416			416
Employee draws	1,900			1,900
Total Current Assets	<u>653,368</u>	<u>39,085</u>	<u>97,824</u>	<u>790,277</u>
TOTAL ASSETS	<u>\$653,368</u>	<u>\$39,085</u>	<u>\$97,824</u>	<u>\$790,277</u>

LIABILITIES & FUND BALANCES

Liabilities				
Current Liabilities				
Payroll liabilities	\$1,382			\$1,382
Total Current Liabilities	<u>1,382</u>	<u>0</u>	<u>0</u>	<u>1,382</u>
Total Liabilities	<u>1,382</u>	<u>0</u>	<u>0</u>	<u>1,382</u>
Fund Balances:				
Unassigned	<u>651,986</u>	<u>39,085</u>	<u>97,824</u>	<u>788,895</u>
TOTAL LIABILITIES & FUND BALANCES	<u>\$653,368</u>	<u>\$39,085</u>	<u>\$97,824</u>	<u>\$790,277</u>

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Cash Basis
For the Eleven Months Ended May 31, 2015

	General Fund	Grants Fund	Capital Equipment Reserve Fund	Total
Revenues:				
Donations and grants	\$325	\$57,640		\$57,965
Property tax revenues - current year	753,009			753,009
Property tax revenues - prior year	14,379			14,379
Fines and fees	12,041			12,041
Intergovernmental revenue	49,111	20,239		69,350
Interest revenue	2,625		\$346	2,971
Miscellaneous	0			0
Total Revenues	<u>831,490</u>	<u>77,879</u>	<u>346</u>	<u>909,715</u>
Expenditures:				
Personal services:				
Wages and salaries	347,117	14,257		361,374
Employee benefits	116,336	6,627		122,963
Total Personal Services	<u>463,453</u>	<u>20,884</u>	<u>0</u>	<u>484,337</u>
Materials and services:				
Bank charges	207			207
Building lease	3,700			3,700
Building maintenance	22,164			22,164
Telecommunications and bandwidth	9,702			9,702
Collection development	55,652	18,802		74,454
Technology	5,059			5,059
Accounting and auditing	12,260			12,260
Courier	1,638			1,638
Custodial services	18,953			18,953
Technical services	6,156	4,798		10,954
Library consortium	10,500			10,500
Copiers	919			919
Elections expense	0			0
Furniture and equipment	3,312	1,294		4,606
Insurance	3,872			3,872
Landscape maintenance	10,831			10,831
Legal services	1,837			1,837
Dues and subscriptions	3,587			3,587
Miscellaneous	720			720
Postage and freight	742			742
Printing	1,682			1,682
Programs	13,248	5,885		19,133
Advertising	1,211			1,211
Supplies - office	15,920			15,920
Travel	4,705			4,705
Training	1,194			1,194
Board development	764			764
Utilities	33,900			33,900
Total Materials and Services	<u>244,435</u>	<u>30,779</u>	<u>0</u>	<u>275,214</u>
Capital outlay	0		10,095	10,095
Total Expenditures	<u>707,888</u>	<u>51,663</u>	<u>10,095</u>	<u>769,646</u>
Revenues Over Expenditures	<u>123,602</u>	<u>26,216</u>	<u>(9,749)</u>	<u>140,069</u>
Other Financing Sources (Uses)				
Operating transfers in			50,000	50,000
Operating transfers out	(50,000)			(50,000)
Total Other Financing Sources (Uses)	<u>(50,000)</u>	<u>0</u>	<u>50,000</u>	<u>0</u>
Revenues and Other Financing Sources (Uses) Over Expenditures	<u>73,602</u>	<u>26,216</u>	<u>40,251</u>	<u>140,069</u>
Fund Balance - July 1, 2014	578,384	12,869	57,573	648,826
Fund Balance - May 31, 2015	<u>\$651,986</u>	<u>\$39,085</u>	<u>\$97,824</u>	<u>\$788,895</u>

See Independent Accountants' Compilation Report

**HOOD RIVER COUNTY LIBRARY DISTRICT
General Fund**

**Statement of Revenues and Expenditures with Budgets and Variances-Cash Basis
For the One Month and Eleven Months Ended
May 31, 2015**

	Current Period			Year to Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Revenues:							
Donations and grants	\$0	\$42	(\$42)	\$325	\$459	(\$134)	\$500
Tax revenues - current	21,549	22,050	(501)	753,009	731,290	21,719	734,957
Tax revenues - prior year	706	1,250	(544)	14,379	13,750	629	15,000
Fines and fees	1,013	833	180	12,041	9,166	2,875	10,400
Intergovernmental revenue	4,285	5,198	(913)	49,111	57,177	(8,066)	62,375
Interest revenue	179	333	(154)	2,625	3,666	(1,041)	4,000
Miscellaneous	0	42	(42)	0	459	(459)	500
Total Revenues	27,732	29,748	(2,016)	831,490	815,967	15,523	827,732
Expenditures:							
Personal services:							
Wages and salaries	30,862	33,161	2,299	347,117	364,773	17,656	397,934
Payroll taxes and benefits:							
Retirement	2,321	2,442	121	25,763	26,867	1,104	29,309
Social security	2,361	2,426	65	26,514	26,687	173	29,113
Workers' compensation	(2)	100	102	161	1,100	939	1,200
Health insurance	3,715	8,000	4,285	58,577	88,000	29,423	96,000
Unemployment insurance	311	571	260	5,321	6,280	959	6,850
Total Personal Services	39,568	46,700	7,132	463,453	513,707	50,254	560,406
Materials and services:							
Bank charges	16	17	1	207	184	(23)	200
Building lease	0	675	675	3,700	7,425	3,725	8,100
Building maintenance	1,595	1,667	72	22,164	18,334	(3,830)	20,000
Telecommunications and bandwidth	795	800	5	9,702	8,800	(902)	9,600
Collection development	4,987	5,250	263	55,652	57,750	2,098	63,000
Technology	592	917	325	5,059	10,084	5,025	11,000
Accounting and auditing	0	1,867	1,867	12,260	20,534	8,274	22,400
Courier	155	83	(72)	1,638	916	(722)	1,000
Custodial services	1,723	1,808	85	18,953	19,886	933	21,693
Technical services	0	333	333	6,156	3,666	(2,490)	4,500
Library consortium	0	958	958	10,500	10,541	41	11,500
Copiers	70	104	34	919	1,145	226	1,250
Elections expense	0	250	250	0	2,750	2,750	3,000
Furniture and equipment	446	250	(196)	3,312	2,750	(562)	3,000
Insurance	0	333	333	3,872	3,666	(206)	4,000
Landscape maintenance	0	667	667	10,831	7,334	(3,497)	8,000
Legal services	0	208	208	1,837	2,291	454	2,500
Dues and subscriptions	803	292	(511)	3,587	3,209	(378)	3,500

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
General Fund

Statement of Revenues and Expenditures with Budgets and Variances-Cash Basis
For the One Month and Eleven Months Ended
May 31, 2015

	<u>Current Period</u>			<u>Year to Date</u>			<u>Annual</u>
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Budget</u>
Miscellaneous	317	83	(234)	720	916	196	1,000
Postage and freight	16	125	109	742	1,375	633	1,500
Printing	826	83	(743)	1,682	916	(766)	1,000
Programs	1,299	2,083	784	13,248	22,916	9,668	25,000
Advertising	378	83	(295)	1,211	916	(295)	1,000
Supplies - office	1,078	1,458	380	15,920	16,041	121	17,000
Travel	863	333	(530)	4,705	3,666	(1,039)	4,000
Training	(110)	167	277	1,194	1,834	640	2,000
Board development	0	83	83	764	916	152	1,000
Utilities	2,571	3,227	656	33,900	35,498	1,598	38,725
Total Materials and Services	<u>18,420</u>	<u>24,204</u>	<u>5,784</u>	<u>244,435</u>	<u>266,259</u>	<u>21,824</u>	<u>290,468</u>
Capital Outlay	0	0	0	0	0	0	0
Transfer to Equipment Reserve	0	0	0	50,000	50,000	0	50,000
Contingency	0	0	0	0	100,000	100,000	100,000
Total Expenditures	<u>57,988</u>	<u>70,904</u>	<u>12,916</u>	<u>757,888</u>	<u>929,966</u>	<u>172,078</u>	<u>1,000,874</u>
Change in Fund Balance	<u><u>(\$30,256)</u></u>	<u><u>(\$41,156)</u></u>	<u><u>\$10,900</u></u>	<u><u>\$73,602</u></u>	<u><u>(\$113,999)</u></u>	<u><u>\$187,601</u></u>	<u><u>(\$173,142)</u></u>

HOOD RIVER COUNTY LIBRARY DISTRICT

Grants Fund

Statement of Revenues and Expenditures with Budgets and Variances-Cash Basis

For the One Month and Eleven Months Ended

May 31, 2015

	Current Period			Year to Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Revenues:							
Donations and grants	\$2,115	\$24,499	(\$22,384)	\$57,640	\$269,498	(\$211,858)	\$294,000
Intergovernmental revenue	2,071	0	2,071	20,239	0	20,239	0
Total Revenues	<u>4,186</u>	<u>24,499</u>	<u>(20,313)</u>	<u>77,879</u>	<u>269,498</u>	<u>(191,619)</u>	<u>294,000</u>
Expenditures:							
Personal services	4,263	2,339	(1,924)	20,884	25,730	4,846	28,068
Materials and services:	4,609	3,750	(859)	30,779	41,250	10,471	45,000
Capital outlay	0	18,750	18,750	0	206,250	206,250	225,000
Total Expenditures	<u>8,872</u>	<u>24,839</u>	<u>15,967</u>	<u>51,663</u>	<u>273,230</u>	<u>221,567</u>	<u>298,068</u>
Change in Fund Balance	<u>(\$4,686)</u>	<u>(\$340)</u>	<u>(\$4,346)</u>	<u>\$26,216</u>	<u>(\$3,732)</u>	<u>\$29,948</u>	<u>(\$4,068)</u>

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY DISTRICT
Capital Equipment Reserve Fund
Statement of Revenues and Expenditures with Budgets and Variances-Cash Basis
For the One Month and Eleven Months Ended
May 31, 2015

	Current Period			Year to Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Revenues:							
Interest revenue	\$31	\$33	(\$2)	\$346	\$366	(\$20)	\$400
Other Financing Sources							
Transfer from General Fund	0	4,167	(4,167)	50,000	45,834	4,166	50,000
Total Revenues and Other Sources	<u>31</u>	<u>4,200</u>	<u>(4,169)</u>	<u>50,346</u>	<u>46,200</u>	<u>4,146</u>	<u>50,400</u>
Expenditures:							
Materials and services	0	0	0	0	0	0	0
Capital outlay	0	5,000	5,000	10,095	55,000	44,905	60,000
Total Expenditures	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>10,095</u>	<u>55,000</u>	<u>44,905</u>	<u>60,000</u>
Change in Fund Balance	<u>\$31</u>	<u>(\$800)</u>	<u>\$831</u>	<u>\$40,251</u>	<u>(\$8,800)</u>	<u>\$49,051</u>	<u>(\$9,600)</u>

See Independent Accountants' Compilation Report

HOOD RIVER COUNTY LIBRARY
Schedule of Revenues, Expenditures, and
Changes in Fund Balance - Cash Basis
Grants Funds
For the Eleven Months Ended May 31, 2015

	Newspaper Digitization	SDAO Safety 2014	Foundation Grants	Friends of the Library	Foster Donation	LSTA Outreach 2014	LSTA Outreach 2015	RTR 2015	Total
Revenues:									
Donations and grants	\$0	\$0	\$40,000	\$10,865	\$2,000	\$16,536	\$3,703	\$4,775	\$57,640
Intergovernmental revenue									20,239
Total Revenues	0	0	40,000	10,865	2,000	16,536	3,703	4,775	77,879
Expenditures:									
Personal services:									
Wages and salaries						9,826	4,430		14,256
Employee benefits						4,569	2,059		6,628
Total Personal Services	0	0	0	0	0	14,395	6,489	0	20,884
Materials and services:									
Collection development			15,066	3,736					18,802
Technical services	4,798			4,223				1,662	4,798
Programs				1,294					5,885
Furniture and equipment									1,294
Total Materials and Services	4,798	0	15,066	9,253	0	0	0	1,662	30,779
Capital outlay	0	0	0	0	0	0	0	0	0
Total Expenditures	4,798	0	15,066	9,253	0	14,395	6,489	1,662	51,663
Net Change in Fund Balance	(4,798)	0	24,934	1,612	2,000	2,141	(2,786)	3,113	26,216
Fund Balance - July 1, 2014	5,440	3,000	0	4,429	0	0	0	0	12,869
Fund Balance - May 31, 2015	\$642	\$3,000	\$24,934	\$6,041	\$2,000	\$2,141	(\$2,786)	\$3,113	\$39,085

See Independent Accountants' Compilation Report

Circulation, 2014-15

Attachment VII.iv.a.

Hood River

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Audio	424	394	441	463	402	363	400	393	407	427	426	435	4,975
Video	1,162	1,246	1,202	1,592	1,499	1,553	1,823	1,548	1,401	1,202	1,053	1,255	16,536
Fiction	1,162	1,120	926	993	931	876	945	945	1,070	957	915	1,057	11,897
Large print	74	65	73	70	60	63	73	57	46	60	76	79	796
Nonfiction	922	897	939	900	783	879	1,010	814	910	869	846	922	10,691
Spanish	103	81	42	59	118	129	188	85	75	82	67	58	1,087
Magazines	303	224	240	205	205	283	236	262	216	218	236	307	2,935
New books	796	807	734	754	638	772	791	743	728	693	761	859	9,076
Graphic novels	69	56	60	50	63	71	97	70	77	98	61	97	869
Devices	3	1	1	2	1	1	5	0	2	0	0	0	16
Miscellaneous	27	29	29	28	25	31	37	28	21	25	18	23	321
Young adult collection	398	336	199	185	164	176	205	146	200	151	187	372	2,719
Children's audio	272	236	189	241	183	182	209	221	282	238	235	263	2,751
Children's new books	584	602	463	501	439	408	443	314	475	372	348	403	5,352
Board Books	281	183	189	225	168	146	187	226	241	231	166	197	2,440
Children video	807	762	678	718	620	640	785	625	715	660	571	850	8,431
Children's fiction	1,201	1,064	693	640	602	567	752	715	730	634	702	1,245	9,545
Children's nonfiction	463	430	373	287	282	162	364	326	319	382	337	404	4,129
Picture books	1,058	895	817	891	655	568	835	815	889	848	765	816	9,852
Readers	452	337	276	375	266	294	477	402	393	326	229	336	4,163
Holiday books	28	19	39	176	156	285	83	62	54	35	12	11	960
Children's graphic novels	299	282	188	145	154	164	191	195	224	181	188	270	2,481
Children's Spanish	66	140	168	171	84	123	151	117	161	117	99	126	1,523
Theme bags & book kits	18	12	15	11	4	22	13	26	21	25	15	17	199
TOTAL	10,972	10,218	8,974	9,682	8,502	8,758	10,300	9,135	9,657	8,831	8,313	10,402	113,744

Cascade Locks

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Audio	5	3	10	10	3	1	8	4	11	5	6	3	69
Video	40	45	23	50	71	49	92	36	38	36	32	30	542
Fiction	28	40	21	41	29	28	41	30	28	23	14	21	344
Large print	1	1	1	0	0	0	0	0	0	1	0	0	4
Nonfiction	26	17	14	12	12	11	26	25	6	16	15	17	197
Spanish	0	0	0	0	0	0	0	0	0	0	0	0	0
Magazines	1	0	0	3	3	2	1	5	0	1	1	1	18
New books	6	11	6	12	9	10	11	12	10	6	4	9	106
Graphic novels	0	0	0	0	1	1	2	3	1	1	2	0	11
Devices	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	2	0	0	0	2
Young adult collection	0	1	0	5	4	2	6	2	3	1	3	2	29
Children's audio	2	0	2	0	0	0	0	3	2	0	0	0	9
Children's new books	1	1	1	0	0	2	3	3	0	0	1	1	13
Board Books	5	3	1	2	0	9	2	13	13	4	5	14	71
Children video	38	36	23	28	14	21	8	11	17	16	10	11	233
Children's fiction	18	9	9	11	5	8	11	9	3	3	6	3	95
Children's nonfiction	18	7	17	7	3	10	8	3	6	5	3	4	91
Picture books	23	11	9	7	2	3	17	17	24	18	14	23	168
Readers	20	15	8	10	5	14	11	2	7	0	0	6	98
Holiday books	0	0	2	6	5	3	2	5	6	1	0	1	31
Children's graphic novels	4	11	0	5	3	0	2	4	5	0	1	5	40
Children's Spanish	0	0	0	1	0	0	0	0	0	0	0	0	1
Theme bags & book kits	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	236	211	147	210	169	174	251	187	182	137	117	151	2,172

Parkdale

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Audio	2	3	3	2	2	0	2	1	5	7	0	0	27
Video	45	57	48	52	50	28	37	22	51	80	48	28	546
Fiction	31	11	10	13	13	7	15	52	60	54	43	34	343
Large print	0	3	0	0	0	0	1	3	0	0	0	1	8
Nonfiction	22	10	10	8	14	7	7	11	20	22	15	21	167
Spanish	7	9	3	3	13	8	6	26	11	5	4	6	101
Magazines	22	8	13	9	13	3	7	25	13	26	5	9	153
New books	6	5	1	4	6	2	3	5	8	15	9	10	74
Graphic novels & comics	2	0	1	0	0	0	0	2	0	1	0	0	6
Devices	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous	0	1	0	0	1	0	0	0	1	0	0	0	3
Young adult collection	6	4	1	1	3	3	3	3	5	0	6	3	38
Children's audio	5	2	1	3	1	2	0	0	4	3	4	6	31
Children's new books	0	3	0	1	1	2	2	5	1	4	0	2	21
Board Books	5	2	20	9	3	2	9	8	11	4	22	10	105
Children video	47	23	40	36	25	10	41	21	42	20	48	33	386
Children's fiction	38	27	20	34	23	23	22	25	22	15	22	44	315
Children's nonfiction	19	5	27	12	3	3	29	34	33	16	20	21	222
Picture books	74	55	123	132	29	36	46	58	49	21	22	25	670
Readers	38	8	33	48	37	66	26	16	18	5	25	26	346
Holiday books	3	2	3	2	2	3	1	2	1	0	0	1	20
Children's graphic novels	7	4	10	26	32	22	10	13	4	8	30	18	184
Children's Spanish	6	5	11	12	9	0	4	22	6	6	3	11	95
Theme bags	0	0	0	1	0	0	0	0	0	0	0	0	1
TOTAL	385	247	378	408	280	227	271	354	365	312	326	309	3,862

Districtwide

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Audio	431	400	454	475	407	364	410	398	423	439	432	438	5,071
Video	1,247	1,348	1,273	1,694	1,620	1,630	1,952	1,606	1,490	1,318	1,133	1,313	17,624
Fiction	1,221	1,171	957	1,047	973	911	1,001	1,027	1,158	1,034	972	1,112	12,584
Large print	75	69	74	70	60	63	74	60	46	61	76	80	808
Nonfiction	970	924	963	920	809	897	1,043	850	936	907	876	960	11,055
Spanish	110	90	45	62	131	137	194	111	86	87	71	64	1,188
Magazines	326	232	253	217	221	288	244	292	229	245	242	317	3,106
New books	808	823	741	770	653	784	805	760	746	714	774	878	9,256
Graphic novels & comics	71	56	61	50	64	72	99	75	78	100	63	97	886
Devices	3	1	1	2	1	1	5	0	2	0	0	0	16
Miscellaneous	27	30	29	28	26	31	37	28	24	25	18	23	326
Young adult collection	404	341	200	191	171	181	214	151	208	152	196	377	2,786
Children's audio	279	238	192	244	184	184	209	224	288	241	239	269	2,791
Children's new books	585	606	464	502	440	412	448	322	476	376	349	406	5,386
Board Books	291	188	210	236	171	157	198	247	265	239	193	221	2,616
Children video	892	821	741	782	659	671	834	657	774	696	629	894	9,050
Children's fiction	1,257	1,100	722	685	630	598	785	749	755	652	730	1,292	9,955
Children's nonfiction	500	442	417	306	288	175	401	363	358	403	360	429	4,442
Picture books	1,155	961	949	1,030	686	607	898	890	962	887	801	864	10,690
Readers	510	360	317	433	308	374	514	420	418	331	254	368	4,607
Holiday books	31	21	44	184	163	291	86	69	61	36	12	13	1,011
Children's graphic novels	310	297	198	176	189	186	203	212	233	189	219	293	2,705
Children's Spanish	72	145	179	184	93	123	155	139	167	123	102	137	1,619
Theme bags	18	12	15	12	4	22	13	26	21	25	15	17	200
TOTAL	11,593	10,676	9,499	10,300	8,951	9,159	10,822	9,676	10,204	9,280	8,756	10,862	119,778

Interlibrary loans, 2014-15

Hood River

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Checked out by Sage	675	661	706	750	556	688	795	795	880	940	783	815	9,044
Borrowed from Sage	654	672	648	698	572	648	777	626	655	723	617	623	7,913
<i>Sage difference</i>	21	-11	58	52	-16	40	18	169	225	217	166	192	1,131

Cascade Locks

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Checked out by Sage	34	40	58	48	41	36	49	54	46	37	35	34	512
Borrowed from Sage	48	31	58	67	42	39	58	40	30	33	62	41	549
<i>Sage difference</i>	-14	9	0	-19	-1	-3	-9	14	16	4	-27	-7	-37

Parkdale

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Checked out by Sage	34	22	47	44	35	26	36	29	34	35	30	39	411
Borrowed from Sage	87	56	46	11	20	35	28	21	49	30	21	27	431
<i>Sage difference</i>	-53	-34	1	33	15	-9	8	8	-15	5	9	12	-20

Districtwide

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Checked out by Sage	743	723	811	842	632	750	880	878	960	1,012	848	888	9,967
Borrowed from Sage	789	759	752	776	634	722	863	687	734	786	700	691	8,893
<i>Sage difference</i>	-46	-36	59	66	-2	28	17	191	226	226	148	197	1,074
Checked out by non-Sage	35	23	23	32	16	19	18	23	20	15	11	19	254
Borrowed from non-Sage	7	3	2	3	7	10	12	9	5	3	4	6	71
<i>Non-Sage difference</i>	28	20	21	29	9	9	6	14	15	12	7	13	183

Computer use, 2014-15

Computer sessions

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Hood River	977	905	1,056	845	680	553	884	700	890	776	766	800	9,832
Cascade Locks	202	156	102	132	91	133	112	99	116	63	85	80	1,372
Parkdale	63	42	34	40	30	19	22	45	39	50	28	44	453
TOTAL	1,242	1,103	1,192	1,016	801	705	1,019	844	1,044	888	878	924	11,657

Electronic resource use, 2014-15

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Ancestry													
<i>Searches</i>	86	37	109	78	598	297	1,107	374	191	426	301	260	3,864
<i>Image views</i>	18	23	2	11	35	43	786	87	40	42	82		1,169
<i>Text views</i>	30	2	14	22	184	38	177	156	98	172	87	121	1,101
Answerland													
<i>Questions answered</i>	7	10	9	8	3	18	4	3	N/A	N/A	N/A	N/A	62
Auto Repair Ref Ctr	15	14	2	2	7	2	1	3	7	2	4	1	60
Facebook													
<i>Posts</i>	16	14	11	8	8	4	9	6	15	8	10	5	114
<i>New likes</i>	14	12	12	11	22	16	17	9	19	13	24	23	192
<i>Post views</i>	2,724	2,113	1,806	1,258	2,051	669	684	426	1,894	997	1,663	1,051	17,336
<i>Post feedback</i>	401	275	234	148	243	45	58	69	181	91	211	112	2,068
<i>Total likes</i>	885	892	903	912	933	948	963	967	954	961	979	999	N/A
Gale databases													
<i>In library</i>	0	40	0	1	53	0	1	41	0	40	0	0	176
<i>Remote</i>	43	47	4	5	51	129	135	13	8	13	82	87	617
Heritage Quest													
<i>Searches</i>	14	5	0	80	36	104	131	30	75	145	145	70	835
<i>Citations views</i>	17	1	0	69	96	1,006	2,587	63	30	90	108	40	4,107
hoodriverlibrary.org													
<i>Visits</i>	3,438	3,572	3,892	3,808	3,796	2,518	2,845	2,517	3,185	2,987	2,859	2,453	41,338
<i>Unique visitors</i>	2,259	2,326	2,575	2,445	2,608	1,683	1,838	1,643	2,013	2,040	1,909	1,586	22,411
<i>Pageviews</i>	7,249	7,655	7,710	8,116	7,060	4,561	5,215	4,760	5,931	5,364	5,323	5,272	82,588
Instagram													
<i>Posts</i>	7	3	1	2	3	0	1	2	12	0	4	3	38
<i>Post feedback</i>	11	6	2	3	14	0	1	3	29	0	16	7	92
<i>Followers</i>	45	51	59	67	70	N/A	N/A	95	100	102	108	110	110
LearningExpress	0	0	0	0	0	0	0	0	0	1	30	0	31

Library2go

<i>EPUB & PDF e-books</i>	127	112	100	114	98	112	103	109	124	90	114	69	1,272
<i>Kindle e-books</i>	155	169	162	183	212	198	166	166	184	143	99	156	1,993
<i>Read online</i>	31	22	15	17	19	16	23	13	19	26	5	26	232
<i>MP3 audiobooks</i>	182	238	195	203	218	213	234	205	230	243	134	217	2,512
<i>WMA audiobooks</i>	51	46	51	50	28	13	14	10	12	17	89	0	381
<i>Other</i>	53	51	59	62	64	64	65	54	74	89	38	80	753

Newsletter

<i>Subscribers</i>	698	694	694	692	687	0	686	682	681	680	680	680	680
<i>Messages sent</i>	2	1	0	1	1	0	1	1	2	0	0	0	9
<i>Opened</i>	35.3%	36.3%	N/A	46.0%	44.5%	N/A	42.8%	40.1%	39.7%	N/A	N/A	N/A	40.7%
<i>Click rate</i>	1.0%	1.0%	N/A	0.9%	2.1%	N/A	5.0%	6.7%	3.2%	N/A	N/A	N/A	2.8%

Pronunciator

<i>Registrations</i>	26	19	19	3	5	2	3	0	1	1	2	4	85
<i>Logins</i>	41	26	40	8	13	9	16	0	4	3	13	9	182

TumbleBooks

	236	186	5,506	5,234	2,102	1,705	2,611	4,615	3,826	4,041	4,066	2,004	36,132
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Twitter

<i>Tweets</i>	15	7	6	6	8	0	10	5	16	9	13	3	98
<i>@ replies and retweets</i>	8	3	10	2	0	0	7	0	7	16	4	6	63
<i>Total followers</i>	286	297	307	316	325	325	337	347	359	380	394	400	400

Patron statistics, 2014-15

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Used card in last month	2,000	1,950	1,678	1,727	1,596	1,614	1,821	1,805	1,769	1,725	1,683	1,909	5,329
New patrons	152	134	86	124	90	100	103	109	82	92	59	156	1,287
<i>Hood River</i>	115	89	60	80	65	73	71	83	56	68	41	102	903
<i>Cascade Locks</i>	5	6	2	11	0	7	3	2	3	0	0	4	43
<i>Odell</i>	3	10	3	5	5	5	4	1	1	2	1	13	53
<i>Parkdale</i>	11	10	5	8	6	1	5	3	2	8	11	28	98
<i>MIX libraries</i>	15	15	13	16	13	2	17	16	15	10	1	5	138
<i>Sage libraries</i>	2	4	3	4	1	12	3	4	5	3	4	2	47
<i>Passport libraries</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Other</i>	1	0	0	0	0	0	0	0	0	1	1	2	5

Metropolitan Interlibrary eXchange (MIX) statistics, 2014-15

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Registered patrons	0	0	0	0	0	0	0	0	0	0	0	0	N/A
<i>Camas</i>													N/A
<i>Clackamas Co.</i>													N/A
<i>Fort Vancouver</i>													N/A
<i>Multnomah Co.</i>													N/A
<i>Washington Co.</i>													N/A
Circulation													
First circs	587	566	490	579	355	477	606	682	587	502	482	465	6,378
<i>Camas</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Clackamas Co.</i>	0	0	1	0	1	5	0	12	0	0	0	0	19
<i>Fort Vancouver</i>	566	556	471	553	340	462	596	640	565	469	473	448	6,139
<i>Multnomah Co.</i>	17	8	13	2	2	2	0	13	17	33	9	15	131
<i>Washington Co.</i>	4	2	5	24	12	8	10	17	5	0	0	2	89
Renewals	233	247	297	344	241	197	275	235	224	304	237	263	3,097
<i>Camas</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Clackamas Co.</i>	0	0	0	2	1	0	2	1	0	0	0	0	6
<i>Fort Vancouver</i>	222	245	295	341	234	196	272	231	216	300	233	256	3041
<i>Multnomah Co.</i>	11	2	2	0	1	0	0	3	6	4	4	5	38
<i>Washington Co.</i>	0	0	0	1	5	1	1	0	2	0	0	2	
TOTALS	820	813	787	923	596	674	881	917	811	806	719	728	9475

Program statistics, 2014-15

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Adult programs													
<i>Number</i>	12	14	10	15	13	5	16	17	21	21	11	8	163
<i>Attendees</i>	716	637	403	472	785	101	634	459	1,061	1,135	420	182	7,005
Children's programs													
<i>Number</i>	53	38	17	31	21	23	27	27	42	42	29	37	387
<i>Attendees</i>	2,375	1,314	474	1,568	619	540	905	1,576	2,147	2,575	1,568	2,194	17,855
Young adult programs													
<i>Number</i>	11	11	7	13	11	5	12	8	7	11	10	9	115
<i>Attendees</i>	166	177	173	310	221	39	286	287	218	550	218	484	3,129
TOTAL													
<i>Number</i>	76	63	34	59	45	33	55	52	70	74	50	54	665
<i>Attendees</i>	3,257	2,128	1,050	2,350	1,625	680	1,825	2,322	3,426	4,260	2,206	2,860	27,989

Program statistics, June 2015

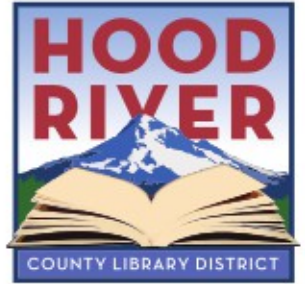
Event	Cosponsor(s)	Location	Date	Attendees
<i>ADULT PROGRAMS</i>				
Odell Book Mobile/Library @ Zumba	Hood River Memorial Providence Hospital St. Francis House	Odell	Jun 1,11,18,25	120
Book Club: <i>The Unlikely Pilgrimage of Harold Fry</i>		Hood River	Jun 4	9
REFORMA Oregon chapter meeting	REFORMA Oregon	Hood River	Jun 6	20
Odell Book Mobile/Library @ Mercado del Valle	Gorge Grown/Mercado del Valle	Odell	Jun 20	30
Grave Matters: Grief and preparing for loss	Heart of Hospice	Hood River	Jun 28	3
Total				182
<i>CHILDREN'S PROGRAMS</i>				
Outreach storytime: Learning Farm Preschool	Learning Farm Preschool	Hood River	Jun 2,9,16,23,30	245
Chess Club		Hood River	Jun 2,9,16,23,30	14
Summer Reading Program class visit	Mid-Valley Elementary	Odell	Jun 2	120
La Hora Infantil radio show	Radio Tierra	Countywide	Jun 3,10,17,24	1,000
Outreach storytime: El Rinconcito trailer park		Hood River	Jun 3,10,17,24	42
Summer Reading: First Friday promotion		Hood River	Jun 5	50
Outreach storytime: Westside Elementary School	Westside Elementary School	Hood River	Jun 10	28
Summer Reading: Reptile Man	Parkdale Elementary School	Parkdale	Jun 12	68
Storytime (baby/toddler)		Hood River	Jun 18,25	62
Storytime (preschool)		Hood River	Jun 18,25	49
Summer Reading: Crafternoons	G. Williker's Toy Shoppe	Hood River	Jun 18,25	57
Family Summer Reading	Parkdale Elementary School	Parkdale	Jun 18,25	19
Summer Reading: Kickoff party	DelCarpine Automotive	Hood River	Jun 20	67
Summer Reading: The Bug Chicks		Hood River	Jun 24	160
Summer Reading: The Bug Chicks		Cascade Locks	Jun 24	17
Lego Club		Parkdale	Jun 26	21
Outreach storytime: Migrant summer school	Mid-Valley Migrant Summer School Program	Odell	Jun 29	125
Outreach storytime: Migrant summer school library	Mid-Valley Migrant Summer School library	Odell	Jun 29	15
Summer Reading: Giant bubbles	Cascade Locks School	Cascade Locks	Jun 30	35
Total				2,194

YOUNG ADULT PROGRAMS

First Friday summer reading event	Hood River	Jun 5	50
Teen Speak	Hood River	Jun 6	6
W'yeast Middle School Summer Reading visit	Odell	Jun 12	380
Video game night	Parkdale	Jun 17	7
Teen craft: Comic book remix	Hood River	Jun 18	7
Movie Club pre-production meeting	Hood River	Jun 20	3
Video game night	Parkdale	Jun 24	8
Video game night	Cascade Locks	Jun 25	3
Minecraft server	Online	Jun	20
Total			484

Our Mission:

To serve and enrich our community by providing access to the power of information and imagination.



Our Vision:

- A community of lifelong learners where everyone reads;
- A community where everyone accesses information and current technology;
- A community of informed people who will compete, succeed, and prosper;
- A community of people who participate effectively in the civic life of their community, state, nation, and world.

We Value:

- Access for all
- Freedom of thought and expression
- A professional and productive workforce
- Good stewardship of resources
- Fiscal prudence and financial responsibility
- Innovation in all things
- People-oriented service
- Integrity, compassion and respect
- Welcoming public spaces
- A fulfilling work environment
- Diversity
- Collaboration
- Civic involvement and social responsibility
- Excellence in all we do

Approved by the Board of Directors, July 12, 2011

Last amended, April 17, 2012

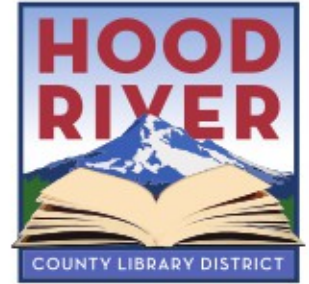
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Strategic Goals, 2012-2016

The Board of Directors, in consultation with MaryKay Dahlgreen, Program Manager for Library Development Services at the Oregon State Library, established the following strategic goals for the Hood River County Library District from January 2012 to June 2016.



I. Promotion

- i. Promote the libraries' materials and services to the Hood River County community.
 - I. Create a promotion/marketing plan for the 2012-13 fiscal year and beyond. Target audiences shall include second grade students, Latino residents, young adults, seniors, and adult non-users of the libraries.
 - II. Merchandise library collections through displays and appealing placement.
- ii. Regularly celebrate the community's reopening of its libraries.
 - I. Have a Reopening Day celebration every year on or around July 1.

II. Outreach

- i. Ensure that language is not a barrier to involvement with the libraries.
 - I. Hire a dedicated bilingual staff member.
 - II. Build Spanish language capacity on staff.
- ii. Reach out to specific audiences whom the libraries can help.
 - I. Staff, in cooperation with the Friends and Foundation, establish outreach activities for Latino residents, seniors, preschool children, and Odell residents.

III. Involvement

- i. Build a collection and services that appeal to a diverse citizenry.
 - I. Maintain and grow the funding level of the collection development budget.
 - II. Increase focus on audiovisual and electronic materials.
- ii. Target collections and services that appeal to a diverse citizenry.
 - I. Dedicate significant portions of the collection development budget to specific populations, including young adults, children, and native Spanish speakers.
 - II. Create a young adult area in the Hood River Library.

IV. Currency

- i. Build and maintain relevant and appropriately up-to-date collections and technology.
 - I. Weed and acquire updated materials for the adult and children's nonfiction collections.
 - II. Write a technology plan that incorporates technology replacement cycles and emerging technologies.

V. Access

- i. Assure access to library locations based on community needs.
 - I. Balance open hours at all three locations with other community needs to optimize library quality.
 - II. Establish regular library service in Odell.

VI. Community

- i. Be an irreplaceable member of the community.
 - I. Establish library district memberships in local business and professional associations.
 - II. Develop partnerships with other community organizations and governmental agencies.
 - III. Staff actively go out into the community to present, participate in community organizations, and attend community events and meetings.

Key performance measures

These measures will be compared over the same periods on an annualized basis. Targets for the key performance measures will be established by the Board of Directors annually.

- Increased circulation and in-house use of materials.
- Increased use of library resources, including computers, wireless internet, and electronic resources.
- Increased programs and program attendance, both in and outside the libraries.
- Increased volunteers and volunteer hours.
- Addition and deletion of items by collection.

Approved by the Board of Directors, January 17, 2012

**Oregon State Library annual library statistics
for Hood River County Library (District)**

Attachment IX.i.c.

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Population served	21,050	21,180	21,335	21,470	21,625	21,725	CLOSED	22,625	22,875	23,295
City	Hood River	Hood River	Hood River	Hood River	Hood River	Hood River		Hood River	Hood River	Hood River
County	Hood River	Hood River	Hood River	Hood River	Hood River	Hood River		Hood River	Hood River	Hood River
Boundary change?								No	No	No
System affiliation	NONE	NONE	NONE	NONE	NONE	NONE		NONE	NONE	NONE
Congressional district		2	2	2	2	2		2	2	2
Central library	1	1	1	1	1	1		1	1	1
Branches	2	2	2	2	2	2		2	2	2
Bookmobiles	0	0	0	0	0	0		0	0	0
Other outlets	0	0	0	0	0	0		0	0	0
Registered borrowers	19,532	21,153	14,109	16,070	19,146	20,201		5,387	8,209	9,556
Librarians with ALA/MLS	3.00	4.00	4.00	4.00	4.00	3.68		2.13	2.00	2.00
Other librarians	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.63	0.75
Total librarians	3.00	4.00	4.00	4.00	4.00	3.68		2.13	2.63	2.75
Other paid staff	6.72	6.25	6.25	6.25	6.25	5.75		4.43	5.88	6.95
Total paid staff	9.72	10.25	10.25	10.25	10.25	9.43		6.56	8.51	9.70
Total staff per 1000 pop. Served	0.46	0.48	0.48	0.48	0.47	0.43		0.29	0.37	0.42
City revenue	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000		\$0	\$0	\$0
County revenue	\$592,312	\$690,858	\$726,036	\$715,191	\$704,844	\$508,900		\$0	\$0	\$0
District revenue	\$0	\$0	\$0	\$0	\$0	\$0		\$668,410	\$716,928	\$739,053
Total local government revenue	\$594,312	\$692,858	\$728,036	\$717,191	\$706,844	\$510,900		\$668,410	\$716,928	\$739,053
State government revenue	\$4,090	\$4,129	\$4,007	\$5,081	\$4,829	\$4,465		\$3,650	\$3,917	\$6,497
LSTA grants	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$5,904
E-rate discount	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
Other federal funds	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
Total Federal government revenue	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$5,904
Other revenue	\$35,061	\$38,344	\$66,388	\$63,376	\$74,204	\$51,297		\$225,573	\$91,244	\$96,041

**Oregon State Library annual library statistics
for Hood River County Library (District)**

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Total library revenue	\$633,463	\$735,331	\$798,431	\$785,648	\$785,877	\$566,662		\$897,633	\$812,089	\$847,495
Local capital revenue	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
State capital revenue	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
Federal capital revenue	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
Other capital revenue	\$87,715	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$10,475
Total capital revenue	\$87,715	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$10,475
Salaries and wages	\$294,874	\$316,847	\$386,392	\$385,123	\$362,570	\$333,565		\$189,560	\$267,778	\$314,092
Employee benefits	\$119,224	\$154,245	\$141,008	\$111,645	\$145,894	\$74,036		\$55,866	\$100,758	\$100,202
Total staff expenditure	\$414,098	\$471,092	\$527,400	\$496,768	\$508,464	\$407,601		\$245,426	\$368,536	\$414,294
Books and other print materials	\$36,000	\$44,730	\$47,861	\$47,317	\$30,736	\$12,108		\$39,138	\$49,449	\$59,307
Periodicals	\$7,967	\$7,000	\$7,000	\$8,000	\$8,424	\$3,752		\$10,416	\$3,179	\$5,861
Total expenditure on print materials	\$43,967	\$51,730	\$54,861	\$55,317	\$39,160	\$15,860		\$49,554	\$52,628	\$65,168
Total electronic materials expenditure	\$1,859	\$3,581	\$4,447	\$4,632	\$8,353	\$3,075		\$3,087	\$2,088	\$6,205
Audio visual materials	\$12,834	\$5,500	\$7,679	\$17,996	\$7,942	\$5,756		\$11,076		
Other materials	\$0	\$0	\$200	\$200	\$75	\$0		\$0	\$16,425	\$22,382
Total expenditure on other materials	\$12,834	\$5,500	\$7,879	\$18,196	\$8,017	\$5,756		\$11,076		
Total expenditures on collection	\$58,660	\$60,811	\$67,187	\$78,145	\$55,530	\$24,691		\$63,717	\$71,141	\$93,755
% of operating expenditures on collection	9.38%	8.86%	8.39%	10.01%	7.16%	4.21%		14.02%	11.30%	12.86%
All other operating expenditures	\$152,814	\$154,766	\$206,569	\$205,618	\$211,572	\$154,746		\$145,278	\$190,013	\$220,849
Total library expenditures	\$625,572	\$686,669	\$801,156	\$780,531	\$775,566	\$587,038		\$454,421	\$629,690	\$728,898

**Oregon State Library annual library statistics
for Hood River County Library (District)**

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Total operating expenditures per capita		\$32.42	\$37.55	\$36.35	\$35.86	\$27.02		\$20.08	\$27.53	\$31.29
Library construction expenditures	\$87,715	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
Capital equipment expenditures	\$0	\$0	\$0	\$0	\$0	\$0		\$9,854	\$0.00	\$23,328
Other capital outlay	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0
Total capital outlay	\$87,715	\$0	\$0	\$0	\$0	\$0		\$9,854	\$0	\$23,328
Print items	85,203	78,013	67,177	69,188	72,685	71,826		74,863	77,093	72,672
Print items added	15,841	16,210	15,249	12,608	5,888	2,694		4,667	5,545	6,144
Audio items	1,944	2,139	2,442	2,568	11,034	2,552		2,855	3,084	2,167
Audio items added	409	755	560	1,669	8,539	248		331	323	317
Video items	3,050	3,493	3,890	4,160	5,699	4,062		5,599	5,418	4,318
Video items added	1,508	1,661	1,468	3,127	843	495		761	1,002	1,018
Print periodical subscriptions	200	207	209	196	222	229		176	187	179
Print periodical subscriptions added	6	7	3	0	2	0		176	11	4
Other library materials	254	254	249	6	119	110		149	149	85
Other library materials added	0	0	0	0	0	0		11	0	0
Total physical items								83,642	85,931	79,421
Physical items per capita								3.70	3.76	3.41
Total physical items added								5,946	6,881	7,483
E-books		0	0	0	0	7,349		30,174	25,761	30,806
E-books added		0	0	0	0	7,349		17,882	4,948	5,045
Downloadable audio items						11,550		19,065	20,107	21,575
Downloadable audio items added						3,027		3,540	1,240	1,468

**Oregon State Library annual library statistics
for Hood River County Library (District)**

2004-05 2005-06 2006-07 2007-08 2008-09 2009-10 2010-11 2011-12 2012-13 2013-14

Downloadable video items						1,617		1,288	1,288	1,285
Downloadable video items added						392		0	0	0
Statewide licensed databases	26	26	26	27	27	22		24	24	24
Statewide licensed databases added	0	0	0	1	0	22		1	0	0
Cooperative or locally licensed databases	11	12	13	14	12	1		3	3	5
Cooperative or locally licensed databases added	0	1	1	1	1	0		3	0	3
Total licensed databases	37	38	39	41	39	23		27	27	29
Total licensed databases added	0	1	1	2	1	22		4	0	3
Total downloadable units								50,554	47,183	53,695
Total downloaded units added								21,426	6,188	6,516
Total physical and downloadable items	90,689	84,145	74,007	76,160	89,799	99,318		134,196	133,114	133,116
Total items added	17,764	18,634	17,281	17,406	15,273	14,227		27,372	13,069	13,999
Total items per capita	4.31	3.97	3.47	3.55	4.15	4.57		5.93	5.82	5.71
Total main library hours in a typical week	63	63	65	65	65	34		43	43	43
Annual public service hours for main library	4,789	4,891	5,216	5,216	5,216	3,172		1,725	2,183	2,167
Weeks main library was open						52		52	52	52
Total annual public service hours						4,472		3,428	4,215	4,183
Total library visits	n.c.	n.c.	n.c.	n.c.	n.c.	n.c.		n.c.	n.c.	n.c.

**Oregon State Library annual library statistics
for Hood River County Library (District)**

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
1st time circulation of adult materials	98,793	96,207	89,737	78,475	68,780	56,313		45,906	54,544	50,939
Renewal of adult materials								9,865	15,709	15,587
1st time circulation of YA materials									2,363	2,578
Renewal of YA materials									713	1,189
1st time circulation of children's materials	75,162	79,109	70,434	61,997	47,691	39,948		38,734	41,879	41,252
Renewal of children's materials								6,741	10,044	11,837
Circulation of electronic materials									4,105	6,090
Total 1st time circulation								84,640	102,891	100,859
Total renewals								16,606	26,466	28,613
Total circulation of adult materials								55,771	70,253	66,526
Total circulation of YA materials									3,076	3,767
Total circulation of children's materials								45,475	51,923	53,089
Total circulation not separated into other categories									4,105	6,090
Total circulation	173,955	175,316	160,171	140,472	116,471	96,261		101,246	129,357	129,472
Total circulation per capita	8.26	8.28	7.51	6.54	5.39	4.43		4.47	5.65	5.56
Total reference questions	10,915	11,106	25,168	30,888	14,248	7,000		n.c.	5,772	n.c.
Total reference per capita	0.52	0.52	1.18	1.44	0.66	0.32		n.c.	0.25	n.c.
Number of children's programs	231	311	321	255	265	209		146	237	284

**Oregon State Library annual library statistics
for Hood River County Library (District)**

2004-05 2005-06 2006-07 2007-08 2008-09 2009-10 2010-11 2011-12 2012-13 2013-14

Children's programs attendance	4,725	6,969	7,908	6,029	5,317	6,183		4,105	7,282	9,668
Number of Young adult's programs					7	1		32	138	158
Young adult's programs attendance					27	13		1,969	2,655	4,222
Number of adult programs	13	33	39	17	34	27		48	78	129
Adult's programs attendance	607	1,553	2,226	412	420	439		1,866	2,802	4,235
Total number of programs	244	344	360	272	306	237		226	453	571
Total program attendance	5,332	8,522	10,134	6,441	5,764	6,635		7,940	12,739	18,125
Total program attendance per 100 pop. Served	25.33	40.24	47.50	30.00	26.65	30.54		35.09	55.69	77.81
Summer Reading Program provided		Yes		Yes	Yes	Yes		Yes	Yes	Yes
Outreach to children & families provided		No		Yes	Yes	No		Yes	Yes	Yes
Early literacy training provided		No		No	Yes	Yes		Yes	Yes	Yes
ILLs loaned within system								2592	4,181	7,677
ILLs loaned outside of system								62	184	262
Total ILLs loaned	4,249	3,556	3,774	6,797	2,632	2,787		2,654	4,365	7,939
ILLs borrowd within system								4,386	6,260	9,213
ILLs borrowed outside of system								29	48	49
Total ILLs borrowed	12,496	11,730	10,128	12,972	6,923	5,664		4,415	6,308	9,262
Total number of volunteers	30	35	34	40	40	29		40	50	39

**Oregon State Library annual library statistics
for Hood River County Library (District)**

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Total volunteer hours	1,072	2,106	2,850	3,097	3,096	2,251		2,763	2,856	4,026
Number of circulations made without charge to non-residents	20,452	21,514	20,137	27,100	26,992	21,866		7,130	11,234	9,393
Annual number of users of public Internet computers	35,795	35,251	53,202	53,496	38,201	20,788		17,021	18,664	14,087
Number of Internet terminals used by general public	17	20	19	22	25	26		25	27	27
Number of wireless sessions from general public										n.c.
Type of Internet connection (main library)	Fractional T1	Fractional T1		Fractional T1	Cable	Cable		Cable	Cable	DSL
Internet connection speed (main library)	More than 1.5M	More than 1.5M		More than 1.5M	1.5Mbps	1.5Mbps		11M-100Mbps	11M-100Mbps	11M-100Mbps
All facilities have minimum connectivity				Yes	Yes	Yes		Yes	Yes	Yes
Vendor of automated system								Evergreen	Evergreen	Evergreen
Automation consortia								Sage	Sage	Sage
Square footage of main library	18,000	18,000	18,000	18,000	18,000	18,000		18,000	18,000	18,000
Total square feet of all facilities	19,600	19,600	19,600	19,600	19,600	19,600		19,600	19,600	19,600
Total square feet per capita	0.93	0.93	0.92	0.91	0.91	0.90		0.87	0.86	0.84

Resolution No. 2015-16.01

**Resolution adopting Insurance and
Employee Benefits Agents of Record**

WHEREAS, special districts need to annually affirm their agents of record;

Now, therefore be it RESOLVED, that the Hood River County Library District Board of Directors appoints Columbia River Insurance of Hood River, Oregon, as the District's Insurance Agent of Record; and

RESOLVED, that the Board appoints BCI Group of Hood River, Oregon, as the District's Employee Benefits Agent of Record.

Adopted by the Board of Directors of Hood River County Library District this 21st day of July, 2015.

ATTEST:

Suzanne VanOrman, President

Buzzy Nielsen, Secretary

Resolution No. 2015-16.02

**Resolution establishing a regular meeting
day, time, and location for 2015-16**

RESOLVED, that the Board of Directors of the Hood River County Library District shall meet monthly on the third Tuesday of the month from 7.00 to 9.00p in the Jeanne Marie Gaulke Community Meeting Room of the Hood River Library during the 2015-16 fiscal year.

Adopted by the Board of Directors of Hood River County Library District this 21ST day of July, 2015.

ATTEST:

Suzanne VanOrman, President

Buzzy Nielsen, Secretary

**PERSONAL SERVICES CONTRACT FOR LEGAL SERVICES BETWEEN
HOOD RIVER COUNTY LIBRARY DISTRICT AND ANNALA, CAREY, BAKER,
THOMPSON & VANKOTEN, P.C.**

This contract is between Hood River County Library District ("HRCLD") and Annala, Carey, Baker, Thompson & VanKoten, P.C. ("Contractor"). HRCLD's supervising representative for this contract is the HRCLD President or designee as noted in Paragraph 21, Notices. HRCLD and Contractor agree to the following:

1. Effective Date and Duration. This contract shall become effective on the date it has been signed by every party and when required, approved by the HRCLD Board of Directors. Unless extended or earlier terminated, this contract shall expire when HRCLD has accepted Contractor's completed performance or on June 30, 2013 whichever date occurs first. However, expiration or termination shall not extinguish or prejudice HRCLD's right to enforce this contract with respect to: (a) any breach of Contractor warranty or indemnity; or (b) any default or defect in Contractor performance that has not been cured.

2. Statement of Work. Contractor shall perform the work ("Work") as set forth in the Statement of Work and these terms and conditions. The Statement of Work, including the delivery schedule for the Work, is contained in the attached Exhibit A.

3. Consideration.

(a) The maximum, not-to-exceed compensation payable to Contractor under this Contract, which includes any allowable expenses, is payable at a rate of \$125 per hour. HRCLD will not pay Contractor any amount in excess of the not-to-exceed compensation for completing the Work, and will not pay for Work performed before the date this Contract becomes effective or after the termination of this Contract. If the maximum compensation is increased by amendment of this Contract, the amendment must be fully effective before Contractor performs Work subject to the amendment.

(b) All interim payments to Contractor shall be made only in accordance with the terms and conditions of this contract. Unless another schedule is stated in Exhibit A, the Statement of Work, Contractor shall submit regular invoices to HRCLD for Work performed.

(c) Invoices shall describe all Work performed with particularity. Each invoice also shall include the total amount invoiced to date by Contractor prior to the current invoice. Contractor shall send invoices to the person designated in Paragraph 21, Notices.

(d) HRCLD shall have the right to withhold from payments due Contractor such sums as are necessary in HRCLD's sole opinion to protect HRCLD from any loss, damage, or claim which may result from Contractor's failure to perform in accordance with the terms of the Contract.

4. Travel and Other Expenses. Travel time, travel expenses and other expenses of the Contractor shall not be reimbursed by the HRCLD.

5. Independent Contractor; Responsibility for Taxes and Withholding; Retirement System Status.

(a) Contractor shall perform all Work as an independent contractor. Although the HRCLD reserves the right (i) to determine (and modify) the delivery schedule for the Work and (ii) to evaluate the quality of the completed performance, the HRCLD cannot and will not control the means or manner of the Contractor's performance. The Contractor is responsible for determining the appropriate means and manner of performing the Work.

(b) If Contractor is currently performing work for the State of Oregon or the federal government, Contractor by signature to this Contract, represents and warrants that: Contractor's Work to be performed under this Contract creates no potential or actual conflict of interest as defined by ORS 244 and no statutes, rules or regulations of the state or federal agency for which Contractor currently performs work would prohibit Contractor's Work under this Contract.

(c) Contractor is not an “officer,” “employee” or “agent” of the HRCLD, as those terms are used in ORS 30.265.

(d) Contractor shall be responsible for all federal or state taxes applicable to compensation or payments paid to Contractor under this Contract and, unless Contractor is subject to backup withholding, HRCLD will not withhold from such compensation or payments any amount(s) to cover Contractor's federal or state tax obligations. Contractor is not eligible for any social security, unemployment insurance or workers' compensation benefits from compensation or payments paid to Contractor under this Contract, except as a self-employed individual.

6. Subcontracts and Assignment; Successors in Interest. Contractor shall not enter into any subcontracts for any of the Work, and shall not assign, delegate or transfer any of its rights or obligations under this Contract without HRCLD's prior written consent. The provisions of this contract shall be binding upon and shall inure to the benefit of the parties hereto, and their respective successors and assigns, if any.

7. No Third Party Beneficiaries. HRCLD and Contractor are the only parties to this contract and are the only parties entitled to enforce its terms. Nothing in this contract gives, is intended to give, or shall be construed to give or provide any benefit or right not held by or made generally available to the public, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this contract.

8. Funds Available and Authorized. HRCLD has sufficient funds currently available and authorized for expenditure to finance the costs of this contract within the HRCLD's current annual budget. Contractor understands and agrees that HRCLD's payment of amounts under this contract attributable to work performed is contingent on HRCLD budgetary limitations and other expenditure authority sufficient to allow HRCLD, in the exercise of its reasonable administrative discretion, to continue to make payments under this contract. HRCLD may terminate this contract without penalty or liability to HRCLD, effective upon the delivery of written notice to Contractor, with no further liability if HRCLD determines that there are insufficient funds available to make payments under this contract.

9. Representations and Warranties. Contractor represents and warrants to HRCLD that (a) Contractor has the power and authority to enter into and perform this Contract, (b) this Contract, when executed and delivered, shall be a valid and binding obligation of Contractor enforceable in accordance with its terms, (c) Contractor has the skill and knowledge possessed by well-informed members of its industry, trade or profession and Contractor will apply that skill and knowledge with care and diligence to perform the Work in a professional manner and in accordance with standards prevalent in Contractor's industry, trade or profession, and (d) Contractor shall, at all times during the term of this Contract, be qualified, professionally competent, and duly licensed to perform the work. The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

10. Termination; Breach; Remedies.

(a) Early Termination. This Contract may be terminated as follows:

1. HRCLD and Contractor, by mutual written agreement, may terminate this Contract at any time.
2. HRCLD and Contractor in their sole discretion may terminate this Contract for any reason on 30 days written notice to the other.
3. Either HRCLD or Contractor may terminate this Contract in the event of a breach of the Contract by the other. Prior to such termination the party seeking termination shall give to the other party written notice of the breach and intent to terminate. If the party committing the breach has not entirely cured the breach within 15 days of the date of the notice, then the party giving the notice may terminate the Contract at any time thereafter by giving a written notice of termination.

4. Notwithstanding paragraph 10(a)(c), HRCLD may terminate this Contract immediately by written notice to Contractor upon denial, suspension, revocation or non-renewal of any license, permit or certificate that Contractor must hold to provide services under this Contract.

(b) Payment on Early Termination. Upon termination pursuant to paragraph 10, payment shall be made as follows:

1. If terminated under 10(a)(1) or 10(a)(2), the HRCLD shall pay Contractor for work performed prior to the termination date if such work was performed in accordance with the Contract. HRCLD shall not be liable for direct, indirect or consequential damages. Termination shall not result in a waiver of any other claim HRCLD may have against Contractor.
2. If terminated under 10(a)(3) by the Contractor due to a breach by the HRCLD, then the HRCLD shall pay the Contractor for work performed prior to the termination date if such work was performed in accordance with the Contract.
3. If terminated under 10(a)(3) or 10(a)(4) by the HRCLD due to a breach by the Contractor, then the HRCLD shall pay the Contractor for work performed prior to the termination date provided such work was performed in accordance with the Contract.

(c) Remedies. In the event of breach of this Contract the parties shall have the following remedies:

1. If terminated under 10(a)(3) by the HRCLD due to a breach by the Contractor, the HRCLD may complete the work either itself, by agreement with another Contractor, or by a combination thereof.
2. In addition to the remedies in paragraphs 10(a) and 10(c) for a breach by the Contractor, the HRCLD also shall be entitled to any other equitable and legal remedies that are available.

11. Records Maintenance; Access. Contractor shall maintain all financial records relating to this contract in accordance with generally accepted accounting principles. In addition, Contractor shall maintain any other records pertinent to this contract in such a manner as to clearly document Contractor's performance.

12. Compliance with Applicable Law. Contractor shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Contract. Without limiting the generality of the foregoing, Contractor expressly agrees to comply with the following laws, regulations and executive orders to the extent they are applicable to the Contract: (a) Titles VI and VII of the Civil Rights Act of 1964, as amended; (b) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended; (c) the Americans with Disabilities Act of 1990, as amended; (d) Executive Order 11246, as amended; (e) the Health Insurance Portability and Accountability Act of 1996; (f) the Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975, as amended; (g) the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended; (h) ORS Chapter 659, as amended; (i) all regulations and administrative rules established pursuant to the foregoing laws; and (j) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to the Contract and required by law to be so incorporated. HRCLD's performance under the Contract is conditioned upon Contractor's compliance with the provisions of ORS 279B.220, 279B.225, 279B.230 and 279B.235 which are incorporated by reference herein.

13. Foreign Contractor. If the Contractor is not domiciled in or registered to do business in the State of Oregon, Contractor shall promptly provide to the Oregon Department of Revenue and the Secretary of State Corporation Division all information required by those agencies relative to this Contract. The Contractor shall demonstrate its legal capacity to perform these services in the State of Oregon prior to entering into this contract.

14. Governing Law; Jurisdiction; Venue. This contract shall be governed and construed in accordance with the laws of Hood River County and the State of Oregon without resort to any jurisdiction's conflict of laws rules or doctrines. Any claim, action, suit or proceeding (collectively, "claim") between HRCLD and

the Contractor that arises from or relates to this contract shall be brought and conducted solely and exclusively within the Circuit Court of Hood River County for the State of Oregon. Provided, however, if the claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively with the United States District Court for the District of Oregon. Contractor by the signature below of its authorized representative, hereby consents to the *in personam* jurisdiction of said courts.

15. Indemnity. Contractor shall defend (with legal counsel of HRCLD's choice), save, hold harmless, and indemnify HRCLD its officers, employees, agents, and members, from all claims, suits, losses, damages, liabilities, costs, expenses or actions, of any nature whatsoever resulting from, arising out of or relating to the activities of Contractor or its officers, employees, subcontractors, or agents under this contract. HRCLD shall defend (with legal counsel of HRCLD's choice), save, hold harmless, and indemnify Contractor, its officers, employees, agents, and members, from all claims, suits, losses, damages, liabilities, costs, expenses or actions, of any nature whatsoever resulting from, arising out of or relating to the activities of HRCLD or its officers, employees, subcontractors, or agents under this contract.

Contractor agrees to defend, hold harmless and indemnify HRCLD, its officers, employees, board members, and agents from any and all liability, damages, costs, expenses, and attorney fees arising out of the Contractor's negligence while engaged in the activities arising out of this contract. HRCLD agrees to defend, hold harmless and indemnify Contractor, its officers, employees, and agents from any and all liability, damages, costs, expenses, and attorney fees arising out of the HRLCD's negligence while engaged in the activities arising out of this contract.

16. Insurance. Contractor shall provide insurance as indicated on Exhibit C, attached hereto and incorporated by this reference.

17. Ownership of Work Product. Not Applicable.

18. Severability. If any term or provision of this Agreement is declared to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

19. Waiver. The failure of the HRCLD to enforce any provision of this contract shall not constitute a waiver by the HRCLD of that or any other provision.

20. Amendments. HRCLD may amend this Contract to the extent permitted by applicable statutes, administrative rule, and as provided in the solicitation documents, if any. The terms of this contract shall not be waived, altered, modified, supplemented or amended in any manner whatsoever, except by written instrument signed by the parties.

21. Notices. All notices to the respective parties shall either be personally delivered or sent certified mail to the following addresses:

HRCLD:

Director

Hood River County Library District
502 State St.
Hood River, OR 97031

Contractor:

Annala, Carey, Baker, Thompson & VanKoten

Box 325, 305 Cascade Ave.
Hood River, OR 97031

22. Survival. All rights and obligations shall cease upon termination or expiration of this Contract, except those rights and obligations set forth in Sections 1, 7, 8, 9, 10, 11, 14, 15, 16, 17, 19, 22, 24 and 25.

23. Time is of the Essence. Contractor agrees that time is of the essence under this Contract.

24. Force Majeure. Neither HRCLD nor Contractor shall be held responsible for delay or default caused by fire, riot, acts of God, terrorist acts, or other acts of political sabotage, or war where such cause was beyond the reasonable control of HRCLD or Contractor, respectively. Contractor shall, however, make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Contract.

25. Attorney Fees. In the event of a dispute between Contractor and HRCLD, each shall pay his or her own attorney fees. Attorney fees are not recoverable from the other party.

26. Contractor Certification. Contractor, by execution of this Contract, acknowledges that s/he has read this Contract, understands it, and agrees to be bound by its terms and conditions. Contractor shall complete the full certification attached and incorporated as Exhibit B.

IT IS SO AGREED:

Sara Duckwall
President
Hood River County Library District

Date

Annala, Carey, Baker,
Thompson & VanKoten
Attorney at Law

Date

EXHIBIT A
STATEMENT OF WORK

Contractor will provide legal representation and services as requested by HRCLD.

Exhibit B
W-9
(please attach)

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**Exhibit C
INSURANCE**

During the term of this contract Contractor shall maintain in force at Contractor's own expense, each insurance noted below:

1. Workers Compensation Insurance is required for Contractors that employ subject workers, as defined in ORS 656.027. All those Contractors shall comply with ORS 656.017 and shall provide workers' compensation insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Contractor shall require and ensure that each of its subcontractors complies with these requirements.

2. Professional Liability Insurance:

is not required.

is required with a combined single limit or the equivalent, of not less than:

\$200,000 \$500,000 \$1,000,000 \$2,000,000

for each claim, incident or occurrence. This is to cover damages caused by error, omission or negligent acts related to the services to be provided under this contract.

3. General Liability Insurance:

is not required.

is required with a combined single limit or the equivalent, of not less than:

\$200,000 \$500,000 \$1,000,000 \$2,000,000

for each claim, incident or occurrence.

4. Automobile Liability Insurance:

is not required.

is required with a combined single limit or the equivalent, of not less than:

Oregon Financial Responsibility Law (ORS 806.070)
 \$200,000
 \$500,000
 \$1,000,000

each accident for Bodily Injury and Property Damage, including coverage for owned, hired or non-owned vehicles, as applicable.

5. Notice of cancellation or change. There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without 30 days written notice from the Contractor or its insurer(s) to HRCLD.

6. Certificates of insurance. As evidence of the insurance coverages required by this contract, the Contractor shall furnish acceptable insurance certificates to HRCLD within 30 days of signing this contract. The certificate will specify all of the parties who are Additional Insureds. Insuring companies or entities are subject to HRCLD acceptance. If requested, complete copies of insurance policies, trust agreements, etc. shall be provided to the HRCLD. The Contractor shall be financially responsible for all pertinent deductibles, self-insured retentions and/or self-insurance.

Resolution No. 2015-16.03

Resolution renewing legal services contract

WHEREAS, Hood River County Library District's legal services contract with Annala, Carey, Baker, Thompson, & VanKoten, P.C., expired on December 31, 2014; and

WHEREAS, the District desires to continue its relationship with Annala, Carey, Baker, Thompson, & VanKoten, P.C.;

Now, therefore be it RESOLVED, that the Hood River County Library District Board of Directors renews its legal services contract with Annala, Carey, Baker, Thompson, & VanKoten, P.C., for one year under the same terms as the contract last approved April 5, 2011.

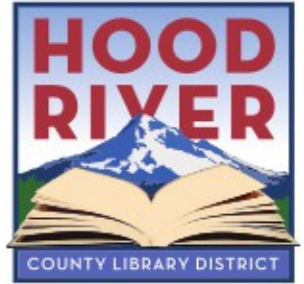
Adopted by the Board of Directors of Hood River County Library District this 21st day of July, 2015.

ATTEST:

Suzanne VanOrman, President

Buzzy Nielsen, Secretary

Fines & Fees Schedule



Materials charges

- *Late items* - \$0.10 per day, with a three-day grace period and a \$1 per item maximum.
- *Lost or irreparably damaged items* - Retail cost of item + \$5 processing fee. Patrons may bring in a good identical copy of an item to have the retail cost waived. They will still be charged the processing fee.
- *Damaged items that are repairable* - \$10 or the cost of the repair, whichever is higher.
- *Destroyed media case* - Audiobooks, \$10.; movies everything else, \$5, or the replacement cost, whichever is higher.
- *Lost media partpiece* (e.g. disc from an audiobook), if individually replaceable - \$10 or the replacement cost, whichever is higher.
- Damaged media cover art: \$5 or the replacement cost, whichever is higher.
- Damaged barcode or spine label: \$1.

Library card charges

- *Temporary/non-resident cards* - \$20 for 3 months or \$80/year.
- *Replacement card* - \$1.

Service charges

- Earphones: \$1
- *Mailings* - \$1 plus cost of postage.
- *Meeting room use* - Free (non-commercial use); \$20/hour 3-hour minimum (commercial use).
- *Out-of-Sage interlibrary loans* - \$3 plus any fees charged by lending library.
- *Photocopies and printouts (black and white b&w)* - \$0.15/side.
- *Printouts (color)* - ~~\$0.25~~ \$0.50/side.
- *Public records requests* - Please see Public Records Policy.
- *Research requests for out-of-county residents*: First 15 minutes free; ~~\$50~~ \$30/hour thereafter, charged in 15-minute increments.
- *Returned checks* - \$35.

Resolution No. 2015-16.04

Resolution revising fines & fees schedule

WHEREAS, Some District fees need to be updated; and

WHEREAS, the District wishes to establish fees for earphones, certain types of damaged items;

Now, therefore be it RESOLVED, that the Hood River County Library District Board of Directors establishes the fines & fees schedule as amended at their July 21st meeting and attached to this resolution.

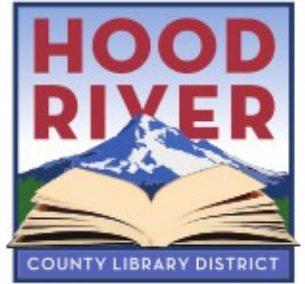
Adopted by the Board of Directors of Hood River County Library District this 21st day of July, 2015.

ATTEST:

Suzanne VanOrman, President

Buzzy Nielsen, Library Director

Public Records Policy



As it values ~~in keeping with its commitment to~~ transparency, Hood River County Library District fully complies with the Oregon Public Records Law. Every person has a right, guaranteed by the Oregon Public Records Law, to inspect any non-exempt public record held by the District. The public may request to view District records that are not exempt per the Oregon Public Records Law ~~and/or~~ other District policies.

Retention

The District follows the records retention schedule established for special districts by the Oregon State Archives. The District ~~has~~ maintains records both electronically and in analog. However, the District prefers to retain records in digital formats using open and archival-quality standards.

Custodian

The Library Director is the District's custodian of records and is the only party authorized to receive or comply with public records requests or inquiries from ~~courts or~~ law enforcement agencies.

Requests

To best connect the requester with the records s/he seeks, requests to review records should be made in writing. Ideally, the request should include the records requested with date(s), subject matter, and any other ~~relevant~~ details ~~that would assist staff in locating the records~~. The request should also specify in what format the records are desired (e.g. electronic or analog).

Access

The District aims to provide access to records by whatever method is most convenient for the requester, ideally without cost to him/her. Whenever possible, the District will supply records electronically, ~~if that is the form preferred by the requester~~. If electronic records are unavailable or infeasible to transmit, analog records may be viewed and copied at any of the District's branch libraries during regular public open hours. Most records are kept at the Hood River Library, so individuals wishing to view records at another location should state as such in their requests.

If the requester would like to review analog records, they may be viewed at any library district location. Depending on the nature of the request, the District may require the review to take place with a District representative present. Any research fees (see below) must be paid in advance. Additional fees may be charged if District staff presence is required during the review, which shall equal the rate for research fees. Original records shall not be removed from the District's locations unless authorized by the Library Director or Board of Directors.

If any person attempts to alter, remove, or destroy any District record, the District representative shall immediately terminate such person's review and notify the District's legal counsel.

Fees

The District makes every effort to provide records without cost to the requester. However, some requests may require copying or significant amounts of staff time. In order to recover its costs for

502 State Street
Hood River - OR 97031

541 386 2535

www.hoodriverlibrary.org

such requests, the District may charge fees associated with searching for and copying records. The Library Director may waive these fees at his/her discretion. Fees shall be limited to no more than \$5025.00 unless the requester is provided with written notification of the estimated amount of the fee and the requester confirms that s/he wants the District to proceed.

Fees are as follows:

- *Paper copies or printouts*: \$0.15 per side for black and white or \$0.5025 per side for color.
- *Copies of nonstandard materials (e.g. maps, videos, sounds recordings)*: Fees shall be the actual costs incurred by the District plus staff time used to them.
- *Research fees*: If a request requires District personnel to spend more than fifteen minutes searching or reviewing records prior to their review or release for copying, the fee shall be \$5025.00 per hour, charged in fifteen minute increments, for any time spent over fifteen minutes. The District shall estimate the total amount of time required to respond to the records request and must be paid in advance before the search will proceed. If the actual time and costs are less than estimated, the excess money shall be refunded to the requester. If the actual time and costs are in excess of the estimated time, the difference shall be paid by the requester when the records are produced.
- *Additional charges*: If a request is of such magnitude and nature that compliance would disrupt the District's normal operation, the District may impose such additional charges as are necessary to reimburse for its actual costs of producing the records.

Restrictions

Per the District's Privacy Policy, some District records in addition to those delineated in the Oregon Public Records Law are exempt from disclosure or destroyed once they are no longer necessary for District operations. These records include circulation records, records showing use of the District's computer networks, and other records containing personally-identifiable information about the District's patrons and their library use.

Approved by the Board of Directors, February 21, 2012

Last revised: ~~July 21, 2015~~ ~~September 16, 2014~~

Resolution No. 2015-16.05

Resolution revising the Public Records Policy

WHEREAS, the Hood River County Library District Board of Directors reviews its policies regularly to ensure that they're up to date; and

WHEREAS, the District is increasing its research fee;

Now, therefore be it RESOLVED, that the Board amends the Public Records Policy as presented in the attached document and discussed and revised during the Board's meeting of July 21, 2015, meeting.

Adopted by the Board of Directors of Hood River County Library District this 21st day of July, 2015.

ATTEST:

Suszanne VanOrman, President

Buzzy Nielsen, Secretary

Attachment IX.ix.a.[Home](#) > [Charlotte Round Table](#)

Charlotte Round Table



Arm Chairs Sold Separately



Parent SKU: 07MC2644

~~\$746.00~~**Special Price \$648.85**

The design is in the details – from the solid cast aluminum tabletop border, to the woven center complete with an umbrella hole.

Material: Cast aluminum tabletop with tubular aluminum legs

Finish: Bronze powder coating

Tabletop Diameter: 47"

Pair with collection's stackable arm chairs

Stainless steel hardware included

[\[Read More...\]](#)

Price: ~~\$746.00~~**Special Price \$648.85**

1-2 weeks

DESCRIPTION SPECIFICATIONS CUSTOMER REVIEWS

- Intricate and unique table design
- Affordable additions for patios, courtyards, restaurants, cafes and gardens
- Durable, weather-resistant and easy to maintain
- Popular Bronze powder-coating complements any outdoor décor
- Includes 2" umbrella hole, extruded aluminum frames
- Stainless steel hardware

Related



Charlotte Stackable Armchairs

~~\$873.00~~**Special Price \$758.85**

Attachment IX.ix.b.

[Home](#) > [Charlotte Stackable Armchairs](#)

Charlotte Stackable Armchairs



Table Sold Separately



Parent SKU: 02MC2643

~~\$873.00~~

Special Price \$758.85

Stackable chairs with stylish scrolled backs and woven cast aluminum seats are pleasing to the eye, and weather the elements.

Material: Cast aluminum

Finish: Bronze powder coating

4 chairs per set

Stainless steel hardware included

[Read More...]

Price: ~~\$873.00~~

Special Price \$758.85

1-2 weeks

DESCRIPTION SPECIFICATIONS CUSTOMER REVIEWS

- Easy to stack and store!
- Affordable additions for patios, courtyards, restaurants, cafes and gardens
- Durable, weather-resistant and easy to maintain
- Popular Bronze powder-coating complements any outdoor décor
- Matching tables available

Related



[Charlotte Round Table](#)

~~\$746.00~~

Special Price \$648.85