

Oregon City Public Library

Library Board

Minutes

625 Center Street

Oregon City, OR 97045

503-657-0891

March 9, 2016

Commission Chambers

5:00 pm

ATTENDING: Scott Edwards; Chair - Dan Millard; Vice Chair - Eileen Sheridan; Jan Wallinder; Don Wright; Maureen Cole; Library Manager - Lynda Ackerson; Excused Absences: DA Hildebrand; Lara Ingham

CALL TO ORDER: The meeting was called to order by Chair, Dan Millard at 5:07 pm.

APPROVAL OF MINUTES: Minutes from the March meeting were approved as written.

PUBLIC COMMENTS: Linda VanHaverbeke gave a shout out to the Board for all their hard work.

DIRECTOR'S REPORT: Circulation figures are down, but this seems to be a national trend. Maureen explained that our parking is being restricted near the firehouse due to the construction work on 6th Street by Public Works. Unfortunately, this eliminates our ADA parking. Our programs and events continue to be well attended. The new children's programs - Art Lab and LEGO Lab are especially popular. These are held weekly for both children and their parents. The Friends made a generous donation of \$900 for the purchase of materials for Art Lab. This is National Library Week, and the County is offering Food for Fines (\$1 off fines for every can of food that is donated. All food donated goes to our local food bank. The Friends also brought over a large basket of goodies for library staff on National Library Workers Day. Maureen attended the Public Library Association's conference in Denver, and came back with lots of good ideas and information that she will be sharing with staff and the Board as well.

POLICY REVIEW: Maureen presented several policies to the Board for their continued review. The Behavior Policy, Community Room Policy, and Small Meeting Room Policy were generally ok'd with some language changes. Maureen will make those changes and bring them back to the Board next month. The Collection Development Policy was discussed at length and some changes were suggested. Maureen will make those changes and bring it back to the Board next month as well. The Technology Policy was approved and accepted, with Dan Millard making the motion, Jan Wallinder seconding, and the Board approving unanimously.

BUILDING REPORT: Some members of the Board took a tour of the new site, along with the City Commissioners. Everyone was generally very pleased with the building. Commissioner Pauli had some concerns about high shelving blocking the views, and Maureen will send an email to the Commission clarifying that issue. In general, construction is moving forward and we are on schedule.

COMMUNICATIONS: Linda VanHaverbeke reported that the Foundation will be having a Hard Hat Tour of the new site on May 14. This is by invitation only, and is intended as a fundraiser and thank you to our supporters. The Foundation is starting its big push for donations in the next 5-8 months. Information about giving opportunities may be found on the Foundations Facebook page and on its website. Jan Salisbury reported that the Friends made a \$900 donation to the Children's Department for Art Lab supplies. The Farmer's Market will be opening again on May 7. The Friends are anticipating good sales this summer. Volunteers are always welcome. Hours for volunteering at the Market are 8:30 - 2:30 on Saturdays. The Book Store will be staying in its current location for now. They have been talking about possibly sub-letting a portion of the space, but nothing has been decided. They have a new sign for out front which has been bringing in more customers. Again, volunteers are always needed.

FUTURE AGENDA ITEMS: Work on adopting the rest of the library's policies.

NEXT MEETING: The next regular meeting will be held on Wednesday, May 11 at 5:00pm in the Commission Chambers at City Hall.

ADJOURNMENT: Chair, Dan Millard adjourned the meeting at 6:30 pm.