

**Oregon City Public Library Board**

**Minutes**

**625 Center Street**

**Oregon City, OR 97045**

**503-657-05891**

**Wednesday, March 11, 2015**

**5:00 pm – Commission Chambers**

**ATTENDING:** Fred Haynes – Chair; DA Hildebrand; Lara Ingham; Dan Millard – Vice Chair; Eileen Sheridan; Jan Wallinder; Don Wright; Maureen Cole – Library Director; Lynda Ackerson was absent.

**CALL TO ORDER:** The meeting was called to order by Chair, Fred Haynes at 5:03 pm.

**APPROVAL OF MINUTES:** The minutes from the February meeting were approved as written.

**PUBLIC COMMENTS:** There were no public comments.

**DIRECTOR'S REPORT:** Maureen commented on her written report. Our numbers are holding steady and actually up from this time last year in certain categories. Our community wide read programs were very successful. Attendees loved it so much that Maureen created a form to ask people more about what they liked and would attend. On the flip side of the form are questions about topics they could speak about themselves. Maureen is trying to assemble an expert's panel. She is also starting to look for volunteers, which prompted **Chair Haynes to volunteer his wife, Louann!**

It is budget time of the year; it pretty much looks like last year's numbers, but since it is a biennium budget, it includes estimated costs for the following year as well. At that time, we hope to be established in the new library, so are estimating costs upward appropriately. **Maureen will send copies of the budget to the Board.**

The library is currently trying to replace a retirement in addition to some part-time and on-call positions. Interviews will start next week.

**BUILDING PROJECT UPDATE:** The Historic Review Board held the hearing for the library expansion plan and approved it unanimously. There were some conditions which were spelled out in the staff report. The McLoughlin Neighborhood Association invited staff to their regular meeting to discuss the play area. There was a lot of discussion about the play equipment and what it would look like. They dislike plastic and favor metal for the slide, but this is difficult to agree to considering the west facing placement of the slide and the current play equipment regulations. Lara recommended looking at the new Westmoreland Park, which uses all natural material and play creations. Staff noted that the approval to Construction Documents is now moved to April 1. The Library Board requested that staff let them know when their presence is helpful to the process of approval. Also, there will be two informational meetings for potential subcontractors on March 19 and 31. Mo will make sure this information gets on the City website.

**LETTER OF SUPPORT FOR PAC NOMINATION:** The Board agreed to this nomination wholeheartedly, DA moving and Dan seconding approval of the suggested letter. They did want to add the bit about Oregon City being mentioned in the annual article about elections across the county. Mo will add this.

**NAMING POLICY:** Staff wanted to be sure that the Library Board knew about the naming policy which was recently reviewed by the City Commission. This grew out of a need for the Foundation to be in alignment with the City if the Foundation suggests donations may be able to name a portion of the library in exchange for a gift. The Library Board would like to be kept in the loop on areas which are named. Mo also reported that the Foundation is trying to come up with a small item which many people could afford. The concept so far is that it looks like the front of a card catalog drawer.

**COMMUNICATIONS:** Linda van Haverbeke reported on other Foundation activity-a subcommittee met to discuss specific events which would be in alignment with Library plans, in order to make the most of each opportunity and not water down events by having too many.

**FUTURE AGENDA ITEMS:** There were no future agenda items suggested.

**NEXT MEETING:** The next regular meeting will be April 8, 2015, at 5:00 pm, in the Commission Chambers, City Hall.

**ADJOURNMENT:** Chair, Fred Haynes adjourned the meeting at 6:05 pm.