

Oregon City Public Library

Minutes

625 Center Street

Oregon City, Oregon 97045

503-657-0891

Wednesday, October 14, 2015

5:00 pm - Commission Chambers

ATTENDING: DA Hildebrand; Dan Millard - Vice Chair; Eileen Sheridan; Jan Wallinder; Don Wright; Maureen Cole - Library Director; Lynda Ackerson - Library Manager; Absent: Fred Haynes; Lara Ingham

CALL TO ORDER: The meeting was called to order by Vice Chair, Dan Millard at 5:02 pm.

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

PUBLIC COMMENTS: Linda VanHaverbeke wanted to thank the library staff and library work for all their hard work. Yay!

DIRECTOR'S REPORT: Maureen Cole elaborated on her written reports. We have been busy and our door count is actually higher than last year at this time. We have added a new eBook format from 3M. It is much easier to access than the current Library2Go option. We are in the process of hiring a new Youth Services Librarian. We have not had a dedicated children's librarian position since Lynda became a manager in 2002. Interviews will be held later this month. The Library District Advisory Committee (LDAC) is looking to change its makeup. This committee helps insure that funds from the library district are going toward the right things. Every library sends someone (library director, city manager, citizen), but they are looking for people who are not employed by the City's or the libraries. Library Board members are being considered, so someone from the Board may be asked to represent Oregon City on this committee in the near future. Jan Wallinder has a question about RFID (radio frequency identification), and Maureen explained how items are tagged and how that will affect our library operations. The County is looking into options right now.

BUILDING REPORT: The building is moving along. Footings are done; slab on grade will be poured next Friday. There is some utility work that must still be coordinated with the City, and this work will be done at night (on 7th and John Adams). Our construction team is great, and quick to respond to our questions and concerns. The elm slabs are drying and we are thinking about ways to incorporate them into the new library (possibly end caps on shelving and/or a conference table in the Carnegie reading room). The maple may be used for art. The Public Art Committee has sent out an RFQ (request for qualifications) to local artists and we are getting a good response. We are thinking about possibly a hanging sculpture in the atrium; something for the entrance to the children's area and a pattern for the frit on the glass windows. We are not looking for specific project proposals, just the artists' qualifications.

PUBLIC LIBRARY STANDARDS REVIEW: The Public Library Standards were rewritten in 2013/2014, and revised in 2015 to include an ethics section. Maureen talked about the scoresheets which she distributed. These are done yearly, and are not mandatory. They are really just a helpful guide for us to see how we

are progressing towards meeting the standards. Much of the information is obtained through anecdotal accounts. We will review these annually with the Board.

COMMUNICATIONS: DA Hildebrand and Linda VanHaverbeke reported that the Library Foundation did not have a formal meeting this month. Karen Martini thinks that there are enough commitments to cover the proposed budget amount, so anything that is received going forward will go towards improvements for building alternates. Several grants have been written, and we are waiting to hear about those. Linda has been going out to community events such as the Second Friday Films to promote the \$25 donations which go into a drawing for a \$2500 naming opportunity. The Foundation is also strategizing on how to approach the “big dollar” donors. Linda also reported that the Friends of the Library is looking for ways to improve profits at the bookstore, as well as looking for a possible new location with lower rent. They are looking for a space between 1500 and 2000 square feet.

FUTURE AGENDA ITEMS: There will be two openings on the Library Board as of December. There is one in-city, and one at-large position available. The closing date for applications is October 27, 2015.

NEXT MEETING: The next regular meeting is scheduled for November 11, which is Veteran’s Day. Maureen will look into other options for a November meeting date.

ADJOURNMENT: Vice Chair Dan Millard adjourned the meeting at 6:07 pm.