



City of Oregon City

Meeting Minutes

Library Board

625 Center Street
Oregon City, OR 97045
503-657-0891

Wednesday, August 8, 2018

Commission Chambers

5:00 P.M.

1. Call To Order:

In attendance were Jan Wallinder, Scott Edwards, Ken Hall, Don Wright, Nick Dierckman and Larry Osborne. Maureen Cole, Library Director and Denise Butcher, Library Operations Manager represented staff.

Jan Wallinder called the meeting to order at 5:00 PM.

2. Approval of the Minutes:

Don Wright moved to approve the minutes of the July 2018 minutes, as presented. Second by Scott Edwards. Motion passed, with all in favor.

3. Public Comments: none

4. Library Director's Report:

City Commission approved the contract for the interior work on the shades, baffling, Hello Desk surface and divider between Circulation and Children's areas. City Manager, Tony Konkol has approved for the Library to be closed from October 8-11. Monday, October 8 is our traditional All Staff training day. Tuesday, October 9 is our annual cleaning day. The contractors are starting work on Tuesday and should be done on Thursday, October 11.

The Library continues to be very busy. There were 231 people at the summer concert today. There is one more week to go of Summer Reading before we go on a 2 week programming hiatus to regroup.

The door count is on par for this year and this summer. It looks like our door count for summer months is going to be around 38,000-40,000 per month.

Cultural Passes and programming are all going well and circulation is looking really good. We would like to see our electronic use increase. It doesn't seem high enough but it's on a 1 copy per checkout basis and not an easy, seamless process.

The Adult portion of the Foundation Opening Day Collection has been spent. Children's is still working on their half and will be asking the Foundation for more money for some specific collections.

The ratio of loans borrowed in versus those sent out is getting much better.

5. Strategic Planning Update:

Larry Osborne moved to accept the Vision as written. Second by Don Wright. Motion passed, all in favor.

Vision

To promote literacy and learning, celebrate curiosity and diversity, and support transformation in thriving, safe, and inclusive spaces.

A discussion ensued in regards to the current Guiding Principles. The Board had requested that we incorporate the ideas that are in the “This is Your Library” plaque into the existing principles. It was thought that the plaque looks more like core values than principles.

Larry Osborne moved to create a category of **Core Values**:

- **Inspiring discovery**
- **Championing for the truth**
- **Defending intellectual freedom**
- **Protecting privacy**
- **Open and safe for all**

Second by Nick Dierckman. Motion passed, all in favor.

Don Wright moved to keep the 1st 5 Guiding Principles, drop the last 4 and to accept the new language as proposed. Second by Scott Edwards. Motion passed, all in favor.

Guiding Principles

The Library will:

- **offer equal access to the vast range of information through quality resources from all points of view for learning and entertainment;**
- **deliver library service to the whole community, conducting all interactions with respect and confidentiality, and acknowledging the diversity and individuality of our community members;**
- **advance literacy and a love of life-long learning;**
- **ignite imagination and help people reach their full potential as individuals and citizens by providing materials, services, and events which inspire and speak to the human spirit;**
- **serve as a community center, providing a safe place to gather and a space for people and ideas to connect**

Maureen and Denise have taken a stab at the goals and objectives for the 4 chosen service responses and have added on general area that we have called stabilization. We reviewed the current Strategic Plan to pull out what we haven’t completely accomplished, pulled out the OLA Standards, and the results from the Stakeholder’s meetings and are trying to mash them together into goals and objectives, and then putting them into a format that makes them crisp and clean.

In reviewing the chosen 4 service responses, it was agreed to change Create Young Readers to include from Birth to 8 and not limit it to 5 years old.

Maureen would like to wrap up the Strategic Plan this fall. The Board likes the direction that we are taking. We will come back next month with our progress.

6. Communications:

Friends: did not meet

Foundations: meets next week

LDAC: meets in September

Maureen did meet with a LDAC sub-committee to discuss the Annual Report, which pulls from the State Report that is due October 1. She will try to get that report to the Board in September.

There is a Volunteer Recognition event on August 23 at the End of the Trail. The cards Maureen passed out will get Board members into the dinner and parking.

7. Future Agenda Items: Strategic Plan draft and Annual State Report

The next meeting is on September 12, 2018.

8. Adjournment: the meeting adjourned at 6:09 PM.

