

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
January 27, 2016

MEMBERS PRESENT: Caroline Berry, Chair; Reggie Gaines, Vice-Chair; Rich Dougall; Alan Steiger; Megan Chuinard; Mallory Nelson, Youth Representative

MEMBERS EXCUSED:

STAFF PRESENT: Patrick Duke, Library Director

CITY COUNCIL LIAISON: Susie Stevens

The meeting was called to order by Chair Caroline Berry at 6:30 P.M. in the Director's Conference Room at the Library.

Minutes of the December 2, 2015 meeting were approved as distributed.

ONGOING BUSINESS/CALENDAR ITEMS:

1. Youth Services – Mallory Nelson reported new TAB members had been attending meetings and were eager to help out. The teen event on the Friday previous to this meeting was a Winter Party including marshmallow and spaghetti sculptures and a "snowball" fight.

Pat Duke reported Children's Programs are running as usual. Once the school night program began in the Oak Room the board would go to see it in action.

2. Librarian's Report – Pat Duke reported:

- Deborah Gitlitz met with some Multnomah and Clackamas librarians as well as some from the State library to discuss the possibility of sending someone down to a book fair in Guadalajara each year for a more comprehensive Spanish book collection. One person could represent multiple small libraries, hopefully growing to a statewide service. There are possible LSDA grants available.
- Andi Erickson is no longer the library administrator, but is now Program Coordinator in the adult services department. The new administrator is Brad Clark.
- February is Food for Fines month. \$1.00 per can of food is credited to library patrons who choose to bring in cans of food to pay of overdue fines. In the past we've taken 1200-1500lbs of food to the food bank.
- Field Trip – The entire board took some time to go and see the School Family Night. It's an opportunity for families to come and see the library, have fines waived, and learn about the library services.

3. Budget Planning – This year's budget is all on spread sheets, allowing for clear views of funds provided by the Library Foundation, Friends of the Library, Ready to Read grants, and general donations and how they are used for various items in the budget.

A one page summary* was shared by Pat Duke showing the general fund and supplemental contributions by Friends, Foundation, and the Ready to Read grant. Several specific budget line items were highlighted showing the enormous financial support that the Friends of the Library and the Library Foundation give.

In general, programs are supported by the supplemental contributions, while the staff, building, and materials costs come out of the general fund.

Costs variables between paper copies of books and e-books were also discussed.

4. Library Anniversary – Pat Duke reported library Anniversary is Feb 14th. There are no special plans for it this year, but it is likely that there will be for the 35th.

5. OLA conference sign ups – Occasionally board members have participated in the Oregon Library Association Conference. If any board members are interested in attending April 20-22 in Bend they can let Pat Duke know.

6. Friends Report – Pat Duke reported that the Friends met but do not have anything new to report.

7. Foundation Report – Alan Steiger reported that the Foundation held their annual meeting. Officers were elected for the coming year. A committee is looking at a possible spring fund raising event in place of or in addition to the fall event.

NEW BUSINESS: None.

COUNCIL LIAISON'S COMMENTS: Susie Stevens reported that city council is behind on appointments to new boards and commissions. So there is no change for now and Susie will remain the liaison until we hear more. She also shared how the city is continuing to grow.

ROUND ROBIN:

The board congratulates Megan Chuinard on her engagement and upcoming wedding.

Meeting adjourned at 7:54 P.M.

The next regular meeting is scheduled for February 24 at 6:30 P.M. at the Library.

Respectfully submitted,

Brad Clark
Board Secretary

***Copy available from Board Secretary**