

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
February 25, 2015

MEMBERS PRESENT: Reggie Gaines, Chair; Caroline Berry, Vice-Chair; Hilly Alexander; Megan Chuinard; Alan Steiger ; Fiona Graham, Youth Representative

STAFF PRESENT: Patrick Duke, Library Director; Andrea Erickson, Library Secretary

CITY COUNCIL LIAISON: Susie Stevens, excused

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

Minutes of the January 28, 2015, meeting were approved as distributed.

ONGOING BUSINESS/CALENDAR ITEMS:

1. Youth Services – Fiona Graham reported that 20 teens attended the “French Night” event on February 13, which went well and involved explorations of food in French culture. The next Teen event on March 13 is a tie-in to the movie release of *Insurgent*. The Teen Advisory Board (TAB) has three prospective members. Fiona would like to see an increase in advertising for TAB, and will raise the issue at the next TAB meeting.

2. Librarian's Report – Pat Duke reported that he spoke at the Wilsonville Leadership Academy last week about the library and asked Academy members what they foresee as the most important library services in 20 years and how that will affect the building.

The “Political Extremism in America” class begins March 30 and will look at how and why people end up on different ends of the political spectrum.

Wi-fi routers in the library were changed to improve bandwidth and stability for wi-fi users.

Dolly Parton's Imagination Library is now three years old, and was celebrated at Storytime last week with cookies and engineer hats for the children. Currently 600 children in Wilsonville are participating in the program. A Fiscal Year 2016 goal is to hire an outreach librarian to try to reach the remaining 700 preschool age children in Wilsonville. Wilsonville Public Library will hold a program at the Oregon Library Association conference in April to promote Imagination Library to libraries throughout Oregon. The Foundation will support this effort with a non-profit vendor booth and the Dollywood Foundation regional director will attend to answer questions.

Free tax help is available through April 11 at the library thanks to the assistance of Alan Steiger and Carole Hanna. The program is going well and helping many people.

The library is in the final stages of removing old shelving, bookcases, and furniture. The items have been placed by Public Works for sale online. Items that are not sold are then taken to a government surplus site.

The budget for the next fiscal year has passed the City Manager and is on its way to the City Budget Committee. The library's budget includes two add packages: a copy machine (\$10,000) and staffing (\$26,000).

The City is developing a Facilities Master Plan to allow the City to anticipate necessary City services over the next twenty years. The library will undergo remodeling as part of the plan. Pat met with the architect last week and talked about the library's future, which includes additional floor space for children's materials and services. Pat distributed copies of the rough library remodeling plan (“City of Wilsonville Master Plan Assessment Library Future Development Options Library Floor Plan”). The final Facilities Master Plan is due in March.

3. Goals and Objectives Review – Pat Duke distributed *“Wilsonville Public Library Goal and Objectives 2015-16” and reviewed it with the Board. The goals for next fiscal year are the short-term objectives listed in the document. Board members were asked to review the document and provide comments to Pat.

4. Begin Review of Policies & Procedures, Collection Development – Tabled for next meeting.

5. Notify Council of Expiring Term (Hilly Alexander) – Andrea Erickson will inform City Recorder Sandy King of Hilly Alexander’s expiring term.

6. Friends Report – Pat Duke reported that the Friends’ Book Notes concert held in conjunction with the library anniversary on February 14 went well. The Friends’ use of Better World Books to sell donated books online shows promise.

7. Foundation Report – Alan Steiger reported that the Foundation has decided to hold their annual dinner auction at the Holiday Inn on October 17.

NEW BUSINESS: None.

COUNCIL LIAISON’S COMMENTS: None.

ROUND ROBIN:

The Board thanked Hilly Alexander for her service to the Board for the past eight years.

Meeting adjourned at 8:05 P.M.

The next regular meeting is scheduled for March 25 at 6:30 P.M. at the Library.

Respectfully submitted,

Andrea Erickson
Board Secretary

***Copy available from Library Secretary**