

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
January 28, 2015

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

MEMBERS EXCUSED: Alan Steiger

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

CITY COUNCIL LIAISON: Susie Stevens

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

The Board members introduced themselves to new City Council Liaison Susie Stevens.

Minutes of the December 3, 2014, meeting were approved as distributed.

ONGOING BUSINESS/CALENDAR ITEMS:

1. Youth Services – Fiona Graham reported that 30 teens attended the "Game Night" event on January 23. The next Teen event on February 13 has a French theme; Fiona is planning the event. The March Teen event will be held on Friday, March 13, as a tie-in to the movie release of *Insurgent*.

2. Librarian's Report – Pat Duke reported that a fire occurred in the outside book drop on January 16. Library Operations Manager Kim Robben arrived before 7 A.M. to smoke in the staff work area. She called 911. Tualatin Valley Fire and Rescue, as well as City Public Works staff, arrived quickly. TVFR extinguished the fire and monitored the library's carbon monoxide levels. Once the levels were at an acceptable level, staff and volunteers were allowed in the library. According to the Fire Inspector, there was no evidence of cigarettes or any accelerants in the fire. Ten items were destroyed in the fire, with an approximate combined value of \$100. Minor physical damage included damage to the metal book drop cart that held the burning materials and a residual smoke smell. The book drop vestibule has been repainted, and new ceiling tiles and light fixture installed. A smoke detector has been installed as well and connected to the alarm system. There are sprinklers in the book drop vestibule, but they only activate at a temperature of 165 degrees, which the fire never reached. The fire is being treated as arson by the police department. The drive-up book drop may get reconfigured so that patrons can walk up to it and deposit items when the library is closed.

History Pub on January 27 had the largest audience yet at 150 people. The topic was the Willamette Locks.

The Wilsonville Library represents LINCC on the Clackamas Early Learning Hub to address school readiness for at-risk youth. Every library in LINCC sent a staff member to a "Reading for Healthy Families" training, which trains caregivers how to talk with and teach parents about the importance of reading to their children. The goal of the training is to educate home visitor, head start teachers, and librarians about early literacy and give them the tools to train families and caregivers in the curriculum. Youth Reference Librarian Shannon Belford attended the training; Youth Services Librarian Steven Engelfried is already trained.

3. Strategic Planning Review with Friends & Foundation – Pat Duke will talk with the chairs of the Library Board, Friends, and Foundation about creating an agenda for a joint meeting of the groups.

4. Budget Planning – Pat Duke reported that he is working on the budget. It will be essentially a status quo budget, with a 1% increase in the Materials and Services budget and reclassifications of some staff members to better match their duties.

5. Goals & Objectives Review, cont. – Tabled for the February meeting.

6. Anniversary of Library (February 14, 1982) – Pat Duke announced that the library will turn 33 years old. The Friends and the Foundation will serve cake on Saturday, February 14, from 1-4 p.m. in conjunction with the Book Notes concert.

7. OLA Conference Sign-ups – Pat Duke announced that the OLA conference will be held April 15-17 in Eugene. The library will promote Dolly Parton's Imagination Library and the Foundation will have an exhibitor booth for it as well. Board members who are interested in attending the conference should see Andrea Erickson.

8. Friends Report – Pat Duke reported that the Friends met.

9. Foundation Report – Hilly Alexander reported that the Foundation held their annual meeting last week. They elected officers, added two new directors, and tallied the yearly donations (approximately \$34,000).

NEW BUSINESS: None.

COUNCIL LIAISON'S COMMENTS: Susie Stevens expressed her pleasure at being assigned as liaison to the Library Board, and looks forward to the year.

ROUND ROBIN:

The Board welcomed Susie Stevens, and thanked Fiona Graham for her report.

Meeting adjourned at 7:45 P.M.

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

Respectfully submitted,

Andrea Erickson
Board Secretary

***Copy available from Library Secretary**