

**Wilsonville Public Library**  
**LIBRARY BOARD MEETING MINUTES**  
**October 22, 2014**

**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 LIAISONS:** Richard Goddard, 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.

The Board welcomed Fiona Graham as the new Youth Representative to the Board.

Minutes of the September 24, 2014, meeting were approved as distributed.

**ONGOING BUSINESS/CALENDAR ITEMS:**

**1. Youth Services** – Fiona Graham reported that there are 20 members on the Teen Advisory Board, all high school students, with 8 members attending regularly. The first teen event, a Nerf War on September 26, went well. The next teen events are the annual Murder Mystery Night on October 24, and the Hunger Games event on November 14.

**2. Librarian's Report** – Pat Duke reported that last week approximately 1100 children and adults attended a total of 18 separate Youth Services programs.

A new play group for children ages birth to 6 occurs on Monday mornings from 9:30 A.M. – 11:00 A.M. Parent volunteers administer the program, which averages a total of 30 children and adults attending. The library recently received a \$500 donation for toy purchases for the play group.

The library will receive 4 iPads from the Public Works department to use for preschool and school age educational computer games. The iPads were purchased by the Public Works department, but were not able to meet the department's needs. IT staff will add security to the iPads before circulating the devices.

The fiber connection should be installed by January 2015.

The deadline for registering for the Wilsonville Leadership Academy is October 31. The Academy is a good opportunity for citizens to learn more about the City. The Academy will meet once a month for six months.

A child who won Blazer tickets in the Summer Reading Program sent the library a thank you card and a \$10 donation.

Staff are beginning to look at the collection and the issues behind the declining circulation statistics. Adult Services Librarian Greg Martin and Youth Services Librarian Steven Engelfried will be weeding the collection significantly, which will be reflected in future withdrawn numbers in the statistics.

**3. Annual Library Report** – Pat Duke distributed \* "Wilsonville Public Library Annual Report to the Library Board October 2014". The Board reviewed the report.

**4. Goals & Objectives Review** – Pat Duke distributed \* "Wilsonville Public Library Goal and Objectives 2015-16," based on the recently adopted Strategic Plan. The Board reviewed the document, which will be finalized for FY 2016.

**5. Friends Report** – Pat Duke reported that the Friends held their annual meeting on October 11, and their annual dinner at the Foundation dinner. The Friends have started an account with Better World Books to sell books donated to the library that are not usable by the library or the Friends. The Friends will receive 10% of the sales of those books by Better World Books.

**6. Foundation Report** – Alan Steiger reported that the annual Foundation fundraising dinner went well. Hilly Alexander reported that the dinner featured some changes from previous events, including having guests pay for their dinner, a wine wall, a silent auction, a paddle raise (guests raised their paddles at donation amounts they wanted to give), an author talk, live music, online registration through Eventbrite, and onsite donation receipts using Square credit card processing. Alan Steiger reported that the Foundation has a new board member.

**NEW BUSINESS:**

**1. Other** – Hilly Alexander announced that Volunteer Coordinator Sue Stowell is organizing volunteers to provide curbside ballot drop-off service on Election Day.

**COUNCIL LIAISON’S COMMENTS:** None.

**ROUND ROBIN:**

The Board welcomed Fiona Graham as the new Youth Representative, and thanked her for her report.

**Meeting adjourned at 7:35 P.M.**

**The next regular meeting is scheduled for December 3 at 6:30 P.M. at the Library.**

Respectfully submitted,

Andrea Erickson  
Board Secretary

**\*Copy available from Library Secretary**