

**Wilsonville Public Library  
LIBRARY BOARD MEETING MINUTES  
December 5, 2012**

**MEMBERS PRESENT:** Hilly Alexander, Chair; Bill Benedetto; Alan Steiger; Larue Williams

**MEMBERS EXCUSED:** Reggie Gaines, Vice-Chair

**STAFF PRESENT:** Pat Duke, Library Director; Andrea Erickson, Library Secretary

**CITY COUNCIL LIAISONS:** Richard Goddard, excused; Celia Núñez, excused

The meeting was called to order by Chair Hilly Alexander at 6:34 P.M. in the Director's conference room at the Library.

Minutes of the October 24, 2012, meeting were approved with the correction: *The next regular meeting is scheduled for ~~October 24~~ **December 5**, at 6:30 P.M. at the Library.*

**ONGOING BUSINESS/CALENDAR ITEMS:**

**1. Librarian's Report** – Pat Duke reported that on Wednesday, November 21, 2012, there was an assault in the Library. Staff did a great job of protecting the young lady, talking to the young man who struck the young lady, and calling 911.

Pat and various staff members prepared Library orientation packets to give to the two new City Councilors at this Friday's Councilor Orientation.

There is now a "Veterans Parking Space" in the Library parking lot.

In February, Youth Services will have an intern to work on family literacy outreach, with Imagination Library parents as the target audience.

Pat and representatives from the Library Foundation met with parents of Hispanic children at Boones Ferry Primary School last week. Principal Jennifer Patterson is concerned about getting the word out to the parents about the Library, especially so that those parents will pass the word on to other Hispanic families, and to get feedback from the parents about their desires for services. There is another meeting scheduled this week. All meetings are entirely in Spanish.

Santa Claus (aka Adult Services Librarian Greg Martin) will be at Storytime next week.

Wood Middle School strings will perform holiday music in the Fiction stacks on Saturday, December 15.

The Adult Winter Reading Program returns on Monday, January 7.

Teen Candyland event last Friday, November 30, saw 30 teens in attendance.

The statistics show overall decreases in circulation, similar to all other libraries in Clackamas County.

The door counters have been installed and are working. Adult Services Librarian Greg Martin will try to figure out what the software is telling him, and is expected to understand it all by January 1.

A number of libraries in Washington and Clackamas Counties loan Kindle devices preloaded with e-books. Pat said that he does not plan on adding any Kindles to the Library's collection.

**2. Goals and Objectives Review** – Pat Duke distributed copies of the goals printed into the official City of Wilsonville document \*‘‘Community Services – library’’. Pat added that working on the Strategic Plan is on his list of goals for 2013. The Library will have \$10-15k for improvements. Library Board members are asked to send their thoughts and questions to Pat.

**3. Strategic Planning Update** – Pat Duke reported that staff member Shannon Belford has agreed to join the steering committee.

**NEW BUSINESS:**

**1. OLA Passport** – Pat Duke distributed copies of the \*OLA letter about the OLA Passport program. LINCC library directors are in the process of deciding county-wide policies with regards to the Passport program.

**2. ADA Complaint** – Pat Duke reported that the issues related to the ADA complaint had been resolved. However, a federal inspector discovered that the angle on some of the sidewalks was outside of federal guidelines. The sidewalks will need to be ripped out and an accessible route created. Estimated costs are \$9k and will come from the City’s general fund.

**COUNCIL LIAISON’S COMMENTS:**

None.

**ROUND ROBIN:**

The Board welcomed Bill Benedetto back from his surgery.

The Board expressed their appreciation for the quick and effective staff response to the assault incident.

Hilly Alexander announced that the Foundation’s t-shirt sale has raised \$270 as of the end of November.

**Meeting adjourned at 7:54 P.M.**

**The next regular meeting is scheduled for January 23 at 6:30 P.M. at the Library.**

Respectfully submitted,

Andrea Erickson  
Board Secretary