

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
April 28, 2018

MEMBERS PRESENT: Reggie Gaines, Vice-Chair; Megan Chrisman; Miriam Pinoli; Mallory Nelson, Youth Representative

MEMBERS EXCUSED: Rich Dougall, Chair; Caroline Berry

STAFF PRESENT: Patrick Duke, Library Director; Brad Clark, Secretary; Mary Jo Anca, Library Clerk

The meeting was called to order by Vice-Chair Reggie Gaines at 6:39 P.M. in the east wing's "Quiet Study area" at the Library.

Minutes of the March 25, 2018 meeting were approved as distributed.

ONGOING BUSINESS/CALENDAR ITEMS:

1. Staff Meet and Greet – Mary Jo Anca joined the board and shared her perspective from working with the library for the last 18 years. She learned a little bit of everything in her first year working free for the library on a workers comp. program, and was hired after that doing circulation, book processing, and many other tasks. Her favorite part of the job is the patrons and kids at storytime. She noted growth of programs and services over the years as the biggest changes she has seen and, while the renovations have been rough, shared that once they are done she sees the library as being in a very good place.

2. Youth Services – Mallory Nelson reported that the Teen Advisory Board meetings were continuing and had met in the new Teen Area for the first time. They discussed summer events, prizes, and are still looking forward to May and June Meetings on the 1st and 3rd Wednesdays. At the meeting, after business, a Mario Kart tournament took place.

3. Library Renovation Update – Pat Duke shared the following updates:

- Phase 3 was near completion: paint and carpet in the nonfiction and quiet study area is done, the former Teen Area was done and DVD's have already been transferred there, shelves and books are in the process of being put back.
- Phase 4 is about half-complete. The staff area is done with paint and in the midst of being carpeted.
- The Oak Room is almost empty of books and ready for major HVAC work to start.
- The next phase of construction will be the center of the library done in three sections from back to front.
- Substantial completion date has been moved to June 6, while a few projects may remain and keep some workers here.
- The door out to the patio in the children's area and entry door are finalized and in the process of being ordered.
- The renovation budget has increased \$50-\$60k with those differences being made up by unspent collection budgets this year and other add packages.

4. Librarian's Report – Pat Duke reported that Storytime continues at City Hall four more weeks.

There is a city-wide volunteer appreciation dinner at Holiday Inn Monday April 30th with a Mexican fiesta theme.

With the end of renovations in sight and the fiscal year end coming up attention is being turned to what will be next. Collection Development Policy will be under review, and possibly a new strategic plan that likely would not take place until the 2020 fiscal year.

5. OLA Conference – Pat Duke shared news from the Conference. First, that he took part in presenting a program on the benefits of joining service clubs. Additionally he spent some time with vendors and promoting the Dolly Parton Imagination Library.

The biggest new out of OLA was, of course, that Pat was awarded Librarian of the Year. Many staff from the library were there to cheer him on, as well as Brian Cosgrove, City Manager and Jeanna Troha, Assistant City Manager. While this award was known about for weeks by staff the award was a total surprise to Pat.

6. City Budget Committee Meetings – Pat Duke reported that City Budget Meetings will take place on May 30, and June 6. In the unlikely event a third meeting is required it will take place on June 27.

7. Friends Report – Pat Duke shared that the Friends did not meet.

8. Foundation Report – Reggie Gaines reported that the Foundations last meeting focused on planning for the October 27th wine event and they are currently looking for sponsors and wineries for the event.

The foundation added Judy Chase as the new associate Director, and Susan Hanson as Director.

The Library Board then discussed communications as they pertains to members being on both the Library Board and Foundation to avoid anything that would constitute a meeting that would need to be publically noticed ahead of time. Pat will follow up with Barbara Jacobsen to confirm everything is handled correctly.

9. Library District Advisory Committee Report – Pat Duke reviewed the history of the Library District.

Megan Chrisman reported that the committee was progressing in the formation of two task forces to review the intergovernmental agreement and to review individual library spending.

10. Comments to Council - None

NEW BUSINESS: No new business.

ROUND ROBIN

Meeting adjourned at 8:03 P.M.

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

Respectfully submitted,
Brad Clark
Board Secretary

***Copy available from Board Secretary**