

LIBRARY BOARD MEETING

January 23, 2013

Present: Janet Dalgaard, Lisa Dunne, Doug Erickson, Kathy Graef, Sterling James, James Milne, Tom Miller and Mary Jo Steele

Staff: Pat Duke and Joanna Campa

Other's Present: Mike Jones, City Councilor

Absent: Pam North (*excused*)

Library Board Chair Doug Erickson called the meeting to order at 5:03 pm.

Minutes Approval: Tom Miller moved to approve the November minutes. Kathy Graef seconded the motion. The motion passed 8:0.

Agenda Review: Election of new executive Board was tabled until next month as the 2013 appointments for Board members have not been made available at this time.

Directors Report:

Interim Library Director Pat Duke told the Board he is excited to be working as the Interim Director. He will be here until the end of April. He has been focusing most of his time on the Budget. He has also been looking at staffing. Mr. Duke is hoping that with the two manager's positions that have been lost and not filled, Ellen's being the most recent with her retirement, that those will be the only staff lost due to the tight budget. This year's budget for materials and services has been overspent. Mr. Duke is looking into it and cutting what we need so we can meet budget. It is going to be very tight. He is just starting to look at the Biennial budget now.

Friends of the Library Report:

Janet Daalgard, Friends of the Library president, stated they have been monitoring the Friends shelf upstairs and realized that they are having a theft problem. The Friends are holding their monthly meeting next Monday. They are starting the meeting in the sorting room to show people how the sorting is done.

Foundation Update: MJ Steele, Library Board liaison to the Foundation, stated there was a meeting held on January 16th. The Foundation is working diligently to increase the donor and membership base. They are also actively looking for a few more Board members from the adult professional community in West Linn. The normal meeting time for the Foundation, Ms. Steele is unable to attend. If the time of the Foundation meeting doesn't change, she will request a new liaison from the Library Board be

appointed. She feels the Foundation is doing great and working hard. Sherry Sheng, Foundation President, is looking into putting out a flier, which Ms. Steele passed out for the Board to look at. The Foundation is asking for donations to be received by the 1st of July, so they can receive the matching funds from the City. A comment was made that the three entities, Library Board, Foundation and Friends, need to be moving ahead together. A discussion took place between those in attendance regarding the bylaws of the Foundation and what the Foundation should be raising funds for and who should be making that decision. Mike Jones is going to be talking to the City Attorney regarding the Foundation bylaws. Mr. Duke commented that the Friends and the Foundation at the Wilsonville Library work in different ways. The Foundation expands the scope of what the library can do. He stated that there should be language in the strategic plan about how the Foundation and the Library Director work together.

Parking Lot Update: Mr. Erickson told the Board the last word he heard on parking was it was being handed over to the new planning director. Also, one of the City attorney's was looking it over.

Library Director's Search: Mr. Erickson has had 2 meetings with Chris Jordan, City Manager, and one with the City HR department. He has suggested that he and Pam North could both help in an advisory role in the recruitment process. Mr. Jordan thought that would be a great idea. Mr. Erickson hasn't heard any more about this.

There being no further business, Library Chair Doug Erickson adjourned the meeting at 6:11pm.

Respectfully Submitted,

Joanna Campa
Recording Secretary