

LIBRARY BOARD MEETING

May 22, 2013

Present: Rebecca Cassidy, Janet Dalgaard, Lisa Dunne, Doug Erickson, Sterling James, Tom Miller, Pam North, and Mary Jo Steele

Staff: Holly Mercer, Director

Absent: Kathy Graef (*excused*)

Library Board Chair Doug Erickson called the meeting to order at 5:48 pm. Welcomes were extended to Holly Mercer and Rebecca Cassidy.

Minutes Approval: Tom Miller moved to approve the March 27, 2013 minutes. Pam North seconded the motion. The motion passed 5:0.

Agenda Review: No changes were made to the agenda.

Public Comments: None

Director's Report:

Library Director Holly Mercer distributed a written report and elaborated on specific items.

Library activities and programs: Holly gave an update on recently held and upcoming library activities. She highlighted the Summer Reading Program.

Staff: Three new on call staff and two new part time employees have been recently hired. A voluntary staff meeting was held on May16th and the next meeting is scheduled for June 6th. Holly let the board know that she is talking with each staff member individually and the process has been very valuable.

Budget: The library will be ending the 2013 budget year under budget. The 2014 budget year will be starting in July and Holly is currently working on the line items allocations within the budget.

Collection: Starting a tablet lending service and adding more special collections in the library are goals for library enhanced library services.

Outreach/Marketing: With the variety of excellent services and programs offered at the library, Holly said that increasing Outreach and Marketing will demonstrate the value of

the library to the community. She went through a few ideas and current partnership possibilities.

Current Projects: Finalizing a Technology Plan and honoring the Parking agreement with Polar Systems are current projects for Holly.

Longer term goals: Achieving the rating of being an Oregon Library Association Standard of Excellence Library is a goal for the library. Pam shared that the Standards are being revised and the estimate is that the updated standards will be published in the fall.

Adjusting library hours so that all the weekdays have the same start date was discussed. There was a lot of support for board members on this.

Library security was discussed and short term ideas for minimizing theft, especially with media items was discussed. Changing the number of media items allowed per person was one idea and having staff viewing monitors for the self checkout stations were discussed and short term solutions. Installing a security system, like RFIG was discussed as a long term solution and it was noted that money is in the Capital Improvement Plan for library security.

Marketing Plan – Holly said that she is working through the items outlined in the library's Strategic Plan and completing a Marketing Plan is one of the items that she will be looking at completing.

Friends of the Library Update:

Friends of the Library President, Janet Daalgard, gave an update. The FOL booksale went well. The FOL have also paid for a TV which will be used as digital signage for the library. Possibilities of the possibilities for the TV were discussed among the group. Janet said that the FOL group is looking for more volunteers.

Foundation Update:

MJ Steele tendered her resignation as Library Board liaison to the Foundation because of her schedule.

Doug Erickson said Sherry and him have a scheduled meeting for Friday, May 24th to discuss the Foundation and cooperation between the Board, Friends, and the Foundation. Doug said that he would postpone the appointment of a new Library Board liaison to the Foundation until after he has met with Sherry. Holly shared that she has attended one Foundation meeting since she began and that she plan to attend the meeting with Sherry and Doug on Friday.

A discussion on the vision and mission of the Foundation took place among the meeting attendees.

Board Comments:

It was announced that the next Board meeting will be held on June 26th @ 5:45.

There being no further business, Library Board Vice Chair Tom Miller, adjourned the meeting at 6:50 with a second by Janet Dalgaard.

Respectfully Submitted,

Holly Mercer
Director