

LIBRARY BOARD MEETING

Wednesday, April 23, 2008

Present: Janet Dalgaard, Tina Decker, Kathy Graef, Sterling James, Tom Miller, Mary Jo Steele

Staff: Christine Siegel and Joanna Campa

Absent: Greg DiLoreto (*excused*), Michael Jones (*excused*)

Others Present: John Elliott, Linda Malone

CALL TO ORDER

Chair Decker, called the meeting to order at 5:49 p.m.

APPROVAL OF MINUTES

Sterling James moved to approve the March minutes. **Tom Miller seconded** the motion. The motion **passed 6:0**.

APPROVAL OF AGENDA

Chair Decker reviewed the agenda. Several agenda items were tabled. The library tour and review of the proposed Library Advisory Board Policies and Procedures will be on the agenda for next month. The board was asked to review the draft Policies and Procedures before the next board meeting. Sterling James noted that the review of the 2008 goals should be moved from New Business to Old Business. Review and revise the West Linn Municipal Code 2.085 was taken from tabled to active. **Tom Miller moved to approve** the revised agenda. **Mary Jo Steele seconded** the motion and it **passed 6:0**.

PUBLIC COMMENTS

John Elliot was in attendance and stated that he had been on the Board for many years and came to be a voice history for the Library Board if they'd like his input.

DIRECTOR'S REPORT

Library Director Christine Siegel announced several staff members recently attended the joint Oregon and Washington Library Association conference in Vancouver, Washington. They will be presenting highlights of the conference during an all library staff meeting. Ms. Siegel reminded the board that the annual volunteer brunch will be held on Saturday, 4/26, from 9:30 A.M. - 11:00 A.M in the library community room. All board members

are encouraged to attend. Ms. Siegel announced that long time staff member Alice Johansson is retiring. Due to budget constraints, her position will not be filled at this time. Staff will be working slightly longer circulation desk hours to cover the vacancy. Ms. Siegel mentioned that when board members visit the library they might want to let the staff know what a good job they are doing.

FRIENDS OF THE LIBRARY REPORT

No news to report.

OLD BUSINESS

Review/Update Board Contact Sheet:

Chair Decker passed around the Board contact sheet for the members to review and update with any changes. Chair Decker asked Ms. Campa to distribute the updated contact sheet to the board.

Review and revise recommended West Linn Municipal Code 2.085

Chair Decker reviewed the proposed revisions to the Library Board section of the West Linn Code. She explained that the City is standardizing advisory board sections of the Code and is using the recently revised Park and Recreation Board as a template. In reviewing the text a question was raised regarding whether board members serve for a three or four year term. Chair Decker will ask the city to clarify the term appointment. She will also ask the City for a listing of each member's current term and term expiration. The board discussed Section 3e regarding recommending to the library the use and expenditure of funds donated to the West Linn Library. Ms. Siegel stated that use of donated funds was under library purview and not a responsibility of the library board. Further discussion ensued regarding real and personal property donations. Ms. Siegel indicated the board may be used in an advisory capacity to the City and to the Library regarding such donations. Further, with the creation of a library foundation, the foundation board would weigh in on such donations as well. It was decided Section 3e was redundant and should be removed from the language in the code revision.

Tom Miller moved to accept the revised library municipal code with the removal of 3e and with the insertion of board member terms. Chair Decker will add term limits after consulting with the City. **Janet Dalgaard seconded** the motion and it **passed 5:1 (Mary Jo Steele opposed)**.

NEW BUSINESS

Spot recommendations

Chair Decker referred to the List of Spot Observations and Recommendations she had submitted. She said she had learned in speaking with Ms. Siegel that recommendations and community comments are currently received from patrons in the library suggestion box. Ms. Siegel and library staff regularly review patron comment cards and respond as necessary. The board indicated they didn't feel the board would need to spend their time on this. Ms. Siegel announced that she will be conducting a library tour at the next board

meeting. Any comments or suggestions from the board prior, or during the tour, are welcome. Janet Dalgaard stated that she spoke to the people at the 503 restaurant about the “No Library Parking sign at the entrance to the Central Village parking lot. 503 stated that the property management company, Gramor, was responsible for the sign. Chair Decker said she would speak to Gramor on behalf of the board regarding the no library parking sign.

ANNOUNCEMENTS

Ms. Siegel stated that the library has started a new program called “Tales and Tails Reading to the Dogs” on Wednesday afternoons. Kids read to a certified therapy dog in a program designed to improve reading skills. These programs have proven to be especially beneficial for struggling or reluctant readers. Barbara Miller, wife of board member, Tom Miller is our certified pet therapy dog owner and has volunteered to bring her dog on a weekly basis. Mary Jo Steele mentioned that at the high school level there are also struggling readers and this might be a good program to expand to that population also. Ms. Siegel asked her to follow up with the high school to see if this would be a viable program for the library and, if so, what would be a good time to offer the program for teens. Ms. Steele also mentioned that in the past the library had held read-a-thons and asked if the library would consider having them again. Ms. Siegel said the teen advisory board had hosted a read-a-thon as part of the February Big Read events.

Chair Decker praised the staff for the great job they did putting together so many items to be included in the weekly city update.

Chair Decker announced that the next meeting will largely be devoted to the library tour and the review and finalization of the draft Library Advisory Board Policies and Procedures prepared by Mike Jones.

There being no further business, Chair Decker adjourned the Library Board meeting at 7:10 pm.

Respectfully submitted,

Joanna Campa
Recording Secretary