

# LIBRARY BOARD MEETING

## February 23, 2011

**Present:** Janet Dalgaard, Greg DiLoreto, Doug Erickson, Kathy Graef, James Milne, Tom Miller

**Staff:** Diane Satchwell and Joanna Campa

**Absent:** Sterling James (*excused*), Mary Jo Steele (*excused*), Pam North (*excused*)

**Others Present:** Councilor Mike Jones

Library Board Chair James Milne called the meeting to order at 5:51pm.

**Minutes Approval:** Tom Miller moved to approve the December minutes. Kathy Graef seconded the motion. The motion passed 5:1. Greg DiLoreto abstained as he was not at the December meeting.

**Agenda Review:** No changes were made to the agenda.

Mike Jones informed the Board that he is the City Council liaison to the Library Board. He is there to answer questions they may have and when it comes to Council matters. His term as liaison is for one year. At that time another Councilor will be appointed.

**Election New Executive Board:** Janet Dalgaard moved to re elect James Milne as the Chair and Tom Miller as Vice Chair. Mr. DiLoreto seconded the motion. Mr. Milne and Mr. Miller accepted the nominations. The motion passed 6:0.

### **Director's Report:**

Library Foundation - Library Director, Diane Satchwell, was pleased to inform the Board that the Foundation has raised \$5,000 for the library. The money was used to update the Teen program. The Teen Advisory Board decided on what they felt was needed to hold successful Teen events, including a television, board games and video game players. The Teen Advisory Board is talking about having teen programs after school when they feel kids are more available to come and hang out. Ms. Satchwell has spoken to Councilor Mike Jones and they are working together getting the press in on the set up of the new Teen equipment covered by the newspapers, Tidings and Oregonian. Before this donation from the Foundation, the Teen's were using borrowed equipment and an old television to hold their events.

Strategic Plan – Ms. Satchwell discussed with the Board that the next step with the Strategic Plan is to have the Board recommend it to be sent to City Council for approval. Ms. Satchwell passed out to the Board the work plan for the strategic plan from 2011-2016. Mr. DiLoreto moved that the plan be recommended to council. Ms. Dalgaard seconded the motion. The motion passed 6:0. Ms. Satchwell stated that the next step

for the strategic plan was for it to be sent to the City Manager, then to City Council for approval. A sample work plan was shared.

The Ursula LeGuin author talk has been postponed due to inclement weather. The event has been rescheduled for March 16<sup>th</sup>.

Budget – Ms. Satchwell is currently working on the budget and told the Board she might be asking for their input. She talked about how staff is being cross trained in all areas of the Library. Staff are using the Wiki, an internal informational blog, as a resource to answer questions that might come up they need help with.

**Friends of the Library Report:**

Ms. Dalgaard announced that The Friends are having a spring sale, around the first of April. It will be held downstairs in the hall leading to the Book Cellar. They feel this will bring more people into the Book Cellar. A newsletter went out recently and members have been paying their dues. They have also been collecting email addresses so they can send out news electronically about the Friends of the Library.

**Executive Session:** Discussion

**New Business:**

Doug Erickson, the new Library Advisory Board member introduced himself to the Board and gave a brief background about himself.

Ms. Dalgaard asked the Board if they would like to have a thank you breakfast for the library staff at the April staff meeting. The Board agreed and will discuss this further at another time.

**Board Comments:**

Mr. DiLoreto mentioned he had read that you can now download music from Multnomah County Library's and asked if our County will be doing that. Ms. Satchwell explained that we are working on Data Bases right now and we do have audio books available, but we do not have monies in our budget for that at this time.

The Library Foundation is focusing next on buying electronic readers for the library to check out to patrons. The Board then discussed the importance of keeping books in their original form to preserve their history.

Library Board Chair James Milne adjourned the meeting at 6:45pm.

Respectfully Submitted,  
Joanna Campa  
Recording Secretary