

LIBRARY BOARD MEETING

February 27, 2013

Present: Lisa Dunne, Doug Erickson, Kathy Graef, Tom Miller, Pam North, Mary Jo Steele

Staff: Pat Duke and Joanna Campa

Absent: Janet Dalgaard (*excused*), Sterling James (*excused*)

Library Board Chair Doug Erickson called the meeting to order at 5:08pm.

Minutes Approval: Tom Miller moved to approve the January minutes. Pam North seconded the motion. The motion passed 6:0.

Agenda Review: No changes were made to the agenda.

Elect new Executive Board: Kathy Graef moved to re-elect Doug Erickson as Chair. Pam North seconded the motion. Mr. Erickson accepted the nomination. The motion passed 6:0. Doug Erickson moved to elect Tom Miller as Vice Chair. MJ Steele seconded the motion. Mr. Miller accepted the nomination. The motion passed 6:0.

Directors Report:

Library Director Search – The position of Library Director closed last Friday. There were approximately 29 applications. A meeting is scheduled on March 6 for Pam North and Doug Erickson to go through applications and do the weeding process. Supplemental questions have been sent out to all the applicants and are due by March 5.

Budget – The fiscal year 2013 budget for materials and services was over spent. Interim Director Pat Duke stated he has reset the budget. We now have a new number to work with and will be moving on. We are at 15.6 FTE. That's down 2 FTE from 2011. Mr. Duke has moved half an FTE from the Adult Services department to the Youth Services department. For fiscal year '14 and '15 the materials and services budget will be increased 5%. We will keep the 15.6 FTE. Sarah McIntyre is the operations supervisor, in charge of the building as Mr. Duke is only in for a few hours a day. Elaine Spence and Greg Williams are work leaders in their areas. Mr. Duke is taking that work set up into the new Biennial budget. The next step for the budget is approval from the City Council.

Parking Lot – There is going to be a Planning commission meeting on March 13 at 7pm. They could possibly approve the parking lot at that time. Mr. Duke passed out the Hearing Notice for the meeting.

OLA Passport Program:

Mr. Duke explained that the OLA Passport Program is an attempt for library's throughout the state of Oregon to share services. Like the mix program we have with Washington and Multnomah Counties, this program would mirror that. Passport cards would be identified uniquely in patron borrowing records. No money is exchanged and you can check books out at any participating Library in the state. All items must be returned to the Library where the patron checked it out. A Passport member library can set their own policies, different from other libraries. If our library were to join the Oregon Passport program, at that point, your library card becomes your passport to other libraries in the OLA Passport program. **Mr. Miller moved** that the Board write a letter to City Council affirming their support of the OLA Passport Program. **Mr. Erickson seconded** the motion. The motion **passed 6:0**.

Foundation Update – Ms. Steele was unable to attend the Foundation meeting this month. She knows the brochure was discussed and Melinda Robinson met with Ms. Steele and Janet Daalgard to look it over and take it to a designer. Mrs. Steele will email a copy of the brochure out to the board after she reviews it.

There being no further business, Library Chair Doug Erickson adjourned the meeting at 5:59pm.

Respectfully Submitted,

Joanna Campa
Recording Secretary