

West Linn Library Advisory Board Minutes

Wednesday, January 19, 2022 VIA Zoom

Present members: Library Advisory Board (LAB) members: Jan Boyd, Janet Dalgaard, Emily Hogan, Rebecca Cassidy, Rachael Hyde

Absent: Matt Brown (*excused*)

Martha Swanson (*excused*)

Councilor Rory Bialostosky, Liaison to the Library Advisory Board (*excused*)

Staff present: Doug Erickson, Director of Library & Community Services

Melanie Nelson, Library Operations Supervisor/Assistant to the Director

Sarah Flathman, Youth Services Library Manager

Rick Peterson, Library Manager

Call to order: Janet Dalgaard called the meeting to order at 5:05 p.m.

Minutes review: 10.20.2021 Jan Boyd moved to approve & Emily Hogan 2nd. Minutes approved with no edits or changes. 5:0

Agenda review: No additions or edits to agenda. Passed 5:0.

Public Comment: None

Library Update: Doug Erickson, Director of Library & Community Services:

- Meeting times & dates: Doug wanted to report after a meeting with City Manager & other department leaders that CAG's (Community Advisory Group) do not have a set amount of meetings each year. LAB could meet every other month or on a different day than Wednesdays. Doug asked for members to think of days/times/frequency that may work better for members & will be discussed at the February meeting.
- Discussion of Library Strategic Goals: Doug sent out a ***draft*** of the Library Strategic Goals as they have been adjusted due to the pandemic. Many libraries have had to change how programming & other events at libraries are conducted with COVID-19. Please review & members' comments or recommendations will also be on agenda for February.
- COVID Updates: As the 3rd wave of the pandemic continues the library continues to monitor situations with a variety of patrons. We want all patrons & staff to be safe. The library may need to close a reference desk due to staff shortages. Doug reiterated that the library **will not** be going back to closing the doors to public & curbside services. The library will remain open.

- LDAC/LDAC Report- West Linn's last LDAC Representative, Areic Estep a former LAB member had to resign when his LAB appointment ended. Therefore, we do not currently have an LDAC rep. The LDAC report is essentially a mirror images of the Oregon State Library Report with general statistics such as:
 - Population
 - Unincorporated populations
 - Boards
 - Financial Data- Revenue/Expenditures/Allocated costs
 - Service Standards- exceeding required standards
 - Hours open
 - Name of Library Director, LDAC Representative & Library Advisory Board Chair

Foundation Update: Jan Boyd reported that the Library Foundation held a successful fund raiser ow themed gift baskets & raised money for the Dolly Parton Imagination Library.

Board Comments: Rebecca Cassidy what the percentage of self-check are used if a reference desk needs to be shut down? Rick reported that the self-checks are used at about 74% by patrons.

Adjourn: Rebecca Cassidy moved to adjourn & Jan Boyd seconded. Meeting adjourned 5:41pm.

Respectfully submitted,
Melanie Nelson
Library Operation Supervisor/Assistant to the Director
01.26.2022

Next meeting Wednesday, February 16th at 5:00pm via Zoom