

Library Advisory Board Minutes September 20, 2017

Present Library Advisory Board Members: Pam North, Melinda Robinson, Tom Miller, Janet Dalgaard, Aeric Estep, Mary Jo Steele, Board Chair

Absent: Rebecca Cassidy, Vice Chair (*excused*)

West Linn Staff: Doug Erickson, Library Director, Joanna Campa, Circulation Supervisor, Rick Peterson, Library Manager, Sarah Flathman, Library Manager, Youth Services, Melanie Nelson, Assistant to the Director

* Councilor Richard Sakelik, City Councilor and Liaison to the Library & Councilor Teri Cummings

* Jim Claxton, Treasurer, Friends of the West Linn Library, Veronica Claxton, FOWLL Member

*Martha Swanson, Chair of the West Linn Library Foundation & Beth Farry, Treasurer of the West Linn Library Foundation

Call to Order: Mary Jo Steele called meeting to order at 5:46p.m.

Agenda Review: Agenda approved 6:0.

Public Comments: None

Minutes Review: (6.7.17) Motion to accept minutes by Tom Miller, seconded by Pam North. Minutes approved 6:0.

Director's Report: Doug Erickson, Library Director

- **FOWLL Bookstore Relocation-** Doug explained that the currently occupied 1542 sq. of the Friend's Bookstore/Storage needs to be used for the benefit of children, patrons and our community. There is no place that the library may structurally expand on. Patrick, the Fire Marshall has stated that the Mechanical Room is not to be used for storage of combustible items. Security and safety for our children, kids and Teens downstairs is of high concern for Doug and the staff. Keeping the downstairs a dedicated safe "kids" area helps us to monitor who's down there and why. Doug went on to explain that we have an ever-expanding need for space in the Library for collections, programming, staffing, and storage and this is why he has decided to make this move. This has come with research, thought about the greater impact, and a statistical analysis. In the end he has concluded that our children need the space.

Director's Report Continued-

- The relocation report with all details, statistics and reports was handed out for review. This report has timelines, costs and an overview of ideas to help the Friends continue to be successful in the new space- formerly known as the Bamboo Room.
- Doug stated that he will allocate staff and movers to assist in the transition to the new space located on the main floor of the library. Doug also offered to have staff at the circulation desk to accept payment on behalf of the Friends, so they do not have to "schedule" volunteers to operate the store. This will free up time for volunteers to sort, organize and display books in the bookstore's new location.
- **Kindergarten Carnival "Kindy Carnival"- October 5th** – This is an outreach program that will specifically reach Kindergarten teachers and families. We will have a balloon man, a photo booth, face painting & since Otto the Library dog will be on vacation, there will be a life size cut out Otto for kids to take pictures. This outreach is to build community with kindergarten teachers as well as families in this age group. This is to become an annual event. Kimberley Rhoades Children's Librarian will be hosting this event.
- **School District/Public Library Partnership-** Doug has been working with Pat Duke, Library Director at Wilsonville. Because WL/WV schools share a district, they believe that the libraries in the cities should work together to do community outreach to the schools. This will build a connection between the public libraries and the schools. The Libraries will be able to assist teachers acquire materials/books that they may not be able to get throughout the district. The Library Foundation has generously purchased 20 crates to be delivered to the West Linn Primary schools. These bins will allow children to return books for the library without a penalty of fines. Using the library vehicle, staff will visit the schools once a week to pick up materials to be returned. The weekly connection with schools will build a bond with staff/teachers at the various primary schools. Kimberley Rhoades, Children's Librarian will be leading this partnership.
- It was agreed that Janet Dalgaard may create a book tree for Christmas 2017

Friends Update: Jim Claxton, Treasurer Friends of the West Linn Library- Jim has been with the Friends for 35 years and has seen lots of changes over the years. A lot of the members are upset about the move. They have closed the Book Cellar as the volunteers that run the store have quit. There are lots of rumors about what the Friends will do. At this point, Jim said the Friends will meet on Monday, September 25th to discuss the future of the Friends and plans moving forward. Jim supports Doug's decision and has been expecting a move for some time. The Friends need to regroup and come up with what they want to do.

Friends Report Continued-

Jim indicated that with a decrease in the size of the store area, this will reduce the amount of money available to staff for programing. He did say that there is enough funds to commit to programing thru the next 1&2 quarter. Currently have a \$14,700.00 in checking with \$3,800.00 in commitments to library.

Foundation Update: Martha Swanson, West Linn Library Foundation Chair- Martha shared \$500.00 donation for the bins to be delivered to the primary schools in West Linn. The next Foundation meeting is Friday, September 22nd at Noon in the Community Room at the library. As always remembering the Holly Grace Jones Endowment Fund.

Library Advisory Board Minutes 9.20.17 Continued-

Board Comments: Beth Farry, Melinda Robinson shared their gratitude to Jim and the Friends for the generosity to the library. Tom Miller acknowledged that this move and change for the bookstore is a painful adjustment but the Advisory Board and its members are grateful for all of the work the Friends do for the library.

Tom Miller motions to accept and endorse the proposal to relocate the Book Cellar. Aeris seconds and passed 6:0

Adjournment: Tom Miller motioned to adjourn the meeting. Pam North seconded the motion. The meeting adjourned at 7:18p.m.

Respectfully submitted,
Melanie Nelson
Assistant to the Director