

## Library Advisory Board Minutes January 24, 2018

**Present Library Advisory Board Members:** Tom Miller, Janet Dalgaard, Aeris Estep, Melinda Robinson, Mary Jo Steele, Board Chair and Rebecca Cassidy, Vice Chair

**Absent:** Martha Swanson, Library Foundation Board Chair (*excused*)  
Teri Cummings, City Councilor and Liaison to the Library (*excused*)  
Pam North, Library Advisory Board Member (*excused*)

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

**Call to Order:** Mary Jo Steele called meeting to order at 5:48p.m.

**Agenda Review:** Agenda approved 6:0.

**Public Comments:** None

**Minutes Review:** (12.13.17) Motion to accept minutes with no edits or additions by Mary Jo Steele, seconded by Tom Miller. Minutes approved 6:0.

**Director's Report:** Doug Erickson, Library Director

- **Update on Children's Space aka "The Hollow"** - Doug and Sarah reported on the progress of the new children's area which the Youth Services Department has named "The Hollow". The painting is completed, the 2 entrance doors have been reversed for egress. A French style double door has been installed to join the storage area "The Workshop" with the larger Children's area "The Hollow". The crash bars for the doors will be installed on Jan. 30<sup>th</sup>. Doug and Sarah are hopeful to begin holding children's programming in the space within the next 2 weeks. Doug reported that the staff has worked very hard on the transformation of this space. The "Workshop" will be an area designated for The Makerspace and various smaller workshop type of projects.
- **Update on sales in Book Nook** – Revenue generated from the Overstock sale totaled \$2,668.49. Sales for the first month- December 4<sup>th</sup> thru January 4<sup>th</sup> totaled \$2,417.00 this total includes two generous donations of \$500 and \$100. Mr. & Mrs. Borden also generously donated \$2,000.00. Sales from January 5<sup>th</sup> to today January 24<sup>th</sup> are just over \$800.00. Sarah reported that the Library also received a \$1,000.00 scholarship match from the Oregon College Saving Plan. Two students from West Linn each received a \$500 scholarship. These awarded scholarships (from Oregon College Saving Plan) then give a matching donation to the student's community library.

- **Vote for new Chair and Vice Chair of the Library Advisory Board-** Pam North was voted Library Advisory Board Chair and Janet Dalgaard was voted Library Advisory Board Vice Chair. Passed 6:0
- **LDAC Questionnaire/Statistics-** Doug explained how the lawsuit between Gladstone and Oaklodge has brought up the possibility of a change to the Library IGA and Master order with in the county. Doug also discussed how this may affect future budgets for the library. Doug proposed a subcommittee to assist with upcoming Strategic Plan. Mary Jo Steele and Tom Miller volunteered to be on the subcommittee.

**Foundation Update:** Martha Swanson, Library Foundation Chair absent (*excused*) Melinda Robinson, Library Foundation Member reported the Library Foundation has added a few more Board Members. The Foundation is excited that Foundation Board Members Kirsten Wyatt and Helen Juarez are working weekly on the Book Nook with marketing and processing the deposit of sales. The Foundation agreed at the last meeting to send out a quarterly newsletter. Helen will also be drafting a letter to send to local businesses. The Foundation would also like to begin to move forward with assistance of the Dolly Parton Imagination Library.

**Board Comments:** None

**Adjournment:** Janet Dalgaard moved to adjourned at 7:04pm seconded by Tom Miller.  
Respectfully submitted,  
Melanie Nelson, Assistant to the Director