

## Library Advisory Board Minutes December 19, 2018

**Present Library Advisory Board Members:** Janet Dalgaard, Library Advisory Board Chair, Tom Miller Vice Chair, Martha Swanson, Aeric Estep, Melinda Robinson, and Mary Jo Steele.

Teri Cummings, City Councilor and Liaison to the Library

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

**Absent:** Mary Jo Steele, (*excused*)  
Melinda Robinson, (*excused*)

**Call to Order:** Janet Dalgaard called meeting to order at 5:46p.m.

**Agenda Review:** Agenda approved 5:0.

**Public Comments:** None.

**Minutes Review:** (10.17.18) Motion to accept minutes with no edits or additions by Rebecca Cassidy, seconded by Aeric Estep. Minutes approved 5:0.

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

- **Annual Library Report 2018:** Each Library Advisory Board member was emailed a copy of the Annual Library Advisory Board report for 2018 at the beginning of December for their review and/or edits. No edits or changes were made. Each Library Board Member received a copy of the report on the 12.19.18 meeting. The report addresses various areas of the library including: Group Leadership, Meeting Times, Dates & Location. Also included in the report are Goals, Accomplishments & Challenges and other Library Highlights. For a copy of the Annual Library Advisory Board report, please email Melanie at [mnelson@westlinnoregon.gov](mailto:mnelson@westlinnoregon.gov).
- **LDAC:** Doug was happy to report that Aeric Estep has been approved by City Council as the West Linn Library LDAC Representative. Aeric's application now moves on to the County Commissioners for final approval from Clackamas County.
- **Staffing:** Rick Peterson will be creating a position for an AFSCME represented Library Assistant I. We currently have several internal candidates for this position so it will be posted internally within the city.
- **Annual Holiday Party:** In the past we have hosted the All Staff Library Holiday party at the Library & during the weeks prior to the holiday. This year we will be hosting the Annual All Staff Holiday party after the holidays on Friday, January 4<sup>th</sup> at the Willamette Ale & Cider House at 6:15pm (this allows staff to close library) located in the historic Willamette District of West Linn. We hope all Advisory Board members will join us along with their family.

- **Kanopy:** Rick Peterson, Library Manager: Rick shared that the library is now offering a movie streaming service called Kanopy. This service has well over 300,000 titles. **Kanopy** is an on-demand streaming video platform for public libraries and educational institutions that offers viewers a large collection of award-winning films and documentaries. Patrons will have access to five titles a month using their library card. Patrons may access Kanopy by visiting the West Linn Public Library website at: [westlinnoregon.gov/library](http://westlinnoregon.gov/library).

**Foundation Update:** Martha Swanson, Library Foundation Chair: Martha reported that the Library Foundation now has a new Board Member who is also able to help with Treasurer Duties. The Foundation is still waiting for presentation from the Scouts regarding their Eagle Scout project(s) here at the Library. The last project discussed was working on the area to the North of the Library to create a reflecting or quiet place with a kiosk with literature for resources to prevent Teen suicide.

Martha also announced that the Library Foundation has raised enough money to launch the Dolly Parton Imagination Library with funding for the first two years. The Foundation hosted a DPIL fund raiser at the Willamette Ale & Cider House in November and raised over \$6,000.0 for the DPIL. The Foundation and the Library hope to launch this program in early 2019.

**Board Comments:** Janet Dalgaard commented on how helpful the National Honor Society (NHS kids) from the West Linn High School are when it comes to decorating the Library for the Holidays. These kids are self-driven, creative and are the perfect helpers.

**Adjournment:** Tom Miller motioned to adjourn at 6:21pm seconded by Rebecca Cassidy.

HAPPY HOLIDAYS & A SFE NEW YEAR!!

The next Library Advisory Board Meeting is scheduled for Wednesday, January 16<sup>th</sup> at 5:45pm in the Community Room at the Library.

Respectfully submitted,  
Melanie Nelson, Assistant to the Director  
12.20.2018