



West Linn Public Library

MEETING MINUTES

Library Advisory Board

Tuesday, February 17, 2026 at 5:00 PM

Community Room at the Library

Public Link: <https://youtube.com/live/yPz93-cXAzU?feature=share>

The mission of the West Linn Public Library is to: engage, connect and inspire our community and to be a resource for information, knowledge, and artistic and literary expression, providing the best in traditional services, new technologies and innovative programs.

Present: Elizabeth Bragg, Renae Wilkerson, Rachel Hyde, Mary Baumgartner, Clinton Springer, Nick Bertram, Janet Daalgard, Doug Erickson, Sarah Flathman, Rebecca Mayer

Call to Order - 5:06pm

Public Comments - None

Review and Approval of Minutes: 11-18-2025

- Nick moved to approve the minutes, Elizabeth seconded. Motion passed. 8-0

Agenda Review

- *Addition - New vice-chair:* With the departure of Martha Swanson, the board is short a vice chair. Sarah asked for any volunteers and Elizabeth Bragg stepped up to be vice-chair for the rest of 2026.

Library Leadership Updates:

Doug Erickson, *Library & Community Services Director*

Sarah Flathman, *Assistant Library Director*

Rebecca Mayer, *Library Manager*

- **LAB Alternative Meeting Dates survey results**
 - Mary said that Tuesdays would work fine with her City Council obligations, so no need to change the meeting day!
- **Strategic Planning Survey Results summary**
 - Sarah shared an infographic of the results of the Strategic plan survey and a summary of the strategic plan goals. (Both attached). Major themes for our future focus areas were on programs, collections, and space & accessibility. Continued improvement needed to marketing library services. We are focused on expanding access to both print *and* digital materials and improving the discoverability of unique and high-interest materials. For space issues, parking remains a top priority as well as continued development of the Makerspace.

○ **Strategic Plan Draft: Feedback Requested**

- Sarah shared the results of the open-ended question “how has the library made a difference in your life or the greater community?” and board members suggested ideas for sharing the answers, including Instagram posts, slides for the monitors at the library (maybe City Hall as well!) posters in the bathrooms, Library/City Newsletter, doing a big marketing push during National Library Week, and soliciting more answers during all this.
- Doug and Sarah shared our Strategic plan draft with the group, along with plans for implementation, including thoughts on how we plan to deal with parking, starting with a parking survey to see when the lot trends busy. The library is continuing to build relationships with our neighbors at Central Village, who have a “no library parking” sign in their lot, and see if there are places where staff can park to ease the parking burden.
- Sarah and Doug walked the Board through the rest of the Strategic Plan draft (attached) and spoke of an eventual one-sheet document that will break down the strategic plan in an easily digestible format.
- Renae asked if the library has a one-page document that shows everything the library offers. We do offer a Welcome Packet for new card holders that is filled with brochures and flyers about library services and programs. Board members suggested handing out library Welcome Packets to HOAs and local schools for new families and residents. Doug mentioned they even considered adding them to the water bills for new residents and is working with the Finance department for the feasibility of this.

Foundation Update

- The Holly Grace Jones Fund was set up to provide capital improvements for youth services, including turning the old Trillium Room into our upcoming Makerspace.
- The Book Nook Used Bookstore, run by the Foundation, is selling canvas tote bags featuring the library dogs at the checkout desk. Nick suggested selling them during the summer whenever we do outreach, such as Willamette Farmer’s Market.
- The Book Nook eBay account is live and listing

Board Comments

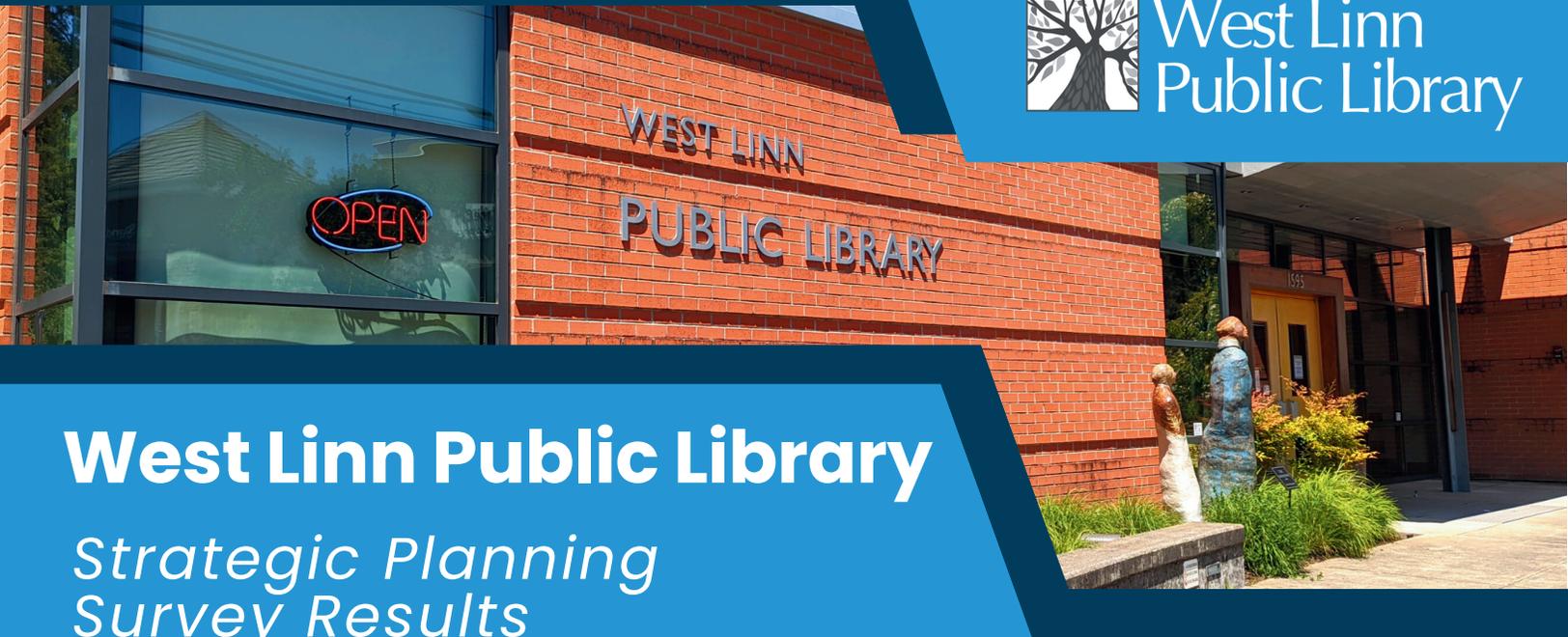
- Welcome to Clinton!
- DPIL discussion – Rachel brought up how impressed she is with the Dolly Parton Imagination Library and how much her family has loved it. Sarah shared that we are reaching about 55% of West Linn kids under the age of 5. Now that the entire state is covered, we hope to see that number rise!

Adjournment – Meeting adjourned at 6:05pm

*Next Regularly Scheduled Meeting: **May 19, 2026 at 5:00pm***

The Library Advisory Board will be conducted in a hybrid format with some members, staff, presenters, and members of the public attending remotely and others attending in person.

1. To attend and/or speak in person, please come to the Community Room at the West Linn Public Library (1595 Burns St). The meeting location is accessible to persons with disabilities.
2. To speak virtually during the public comments portion of the meeting, please submit a request on our [website](#) before 4:00 pm on the day of the meeting.
3. Attendees are asked to follow the [Guidelines for Civil Discourse](#).
4. To simply join and listen to a meeting, please use the link posted at the top of the agenda. This will be a livestream and viewers will not be able to comment.
5. To request an interpreter or other communication aids, please contact Sarah Flathman (503-742-6167 or sflathman@westlinnoregon.gov) or Rebecca Mayer (503-742-6185 or rmayer@westlinnoregon.gov)
6. The City abides by Public Meetings law. If you believe a violation has occurred, please click [here](#) to inform the staff of your concern.



West Linn Public Library

Strategic Planning Survey Results

We are grateful to the **580 community members** who completed our Strategic Plan Survey this fall. As we continue reviewing the full results to inform the Library's next Strategic Plan, we're pleased to share early highlights and emerging priorities. Community feedback shows that the West Linn Public Library is deeply valued, widely used, and strongly supported. Respondents report using the Library regularly for books, digital resources, programs, and welcoming public space. Friendly staff, convenient access, and a broad range of materials consistently ranked among the Library's most appreciated features.



HAVE A CLACKAMAS COUNTY LIBRARY CARD

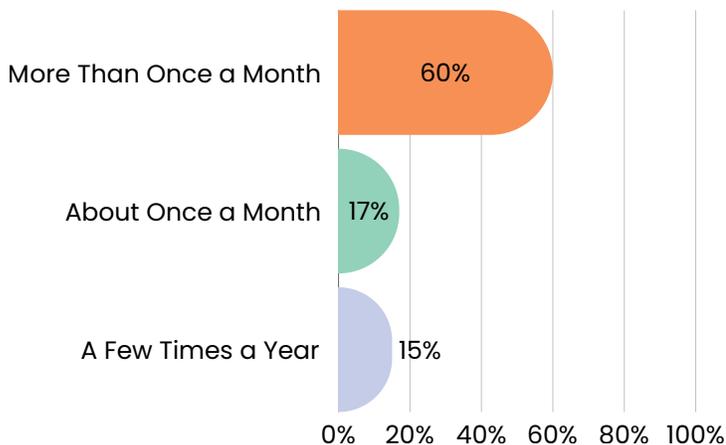
Library access is nearly universal among survey respondents.



SAY THE WEST LINN PUBLIC LIBRARY IS A VALUABLE COMMUNITY RESOURCE

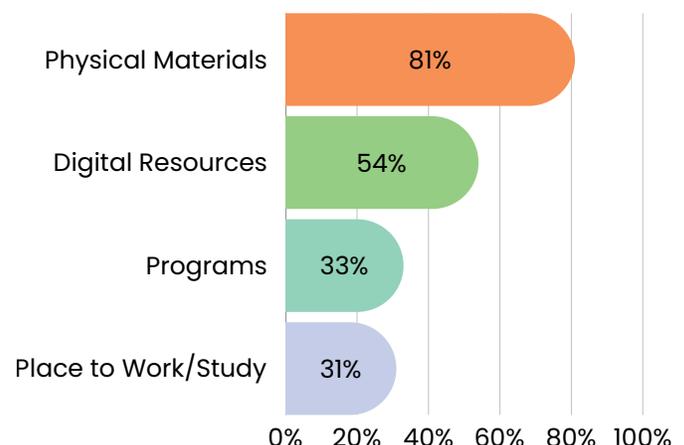
In fact, 90% rate the library as a *very valuable* community resource.

FREQUENCY OF LIBRARY USE



The Library is part of residents' regular routines, rather than an occasional stop. More than three-quarters of respondents use the Library at least once a month.

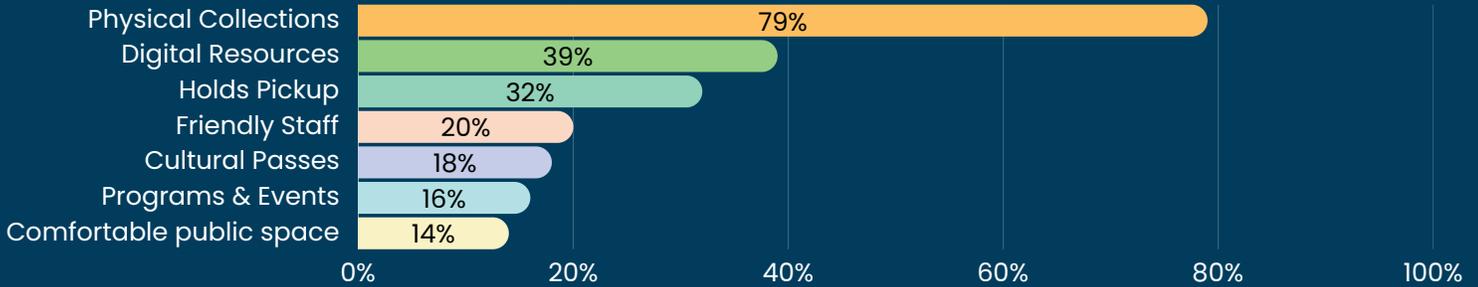
HOW PEOPLE USE THE LIBRARY



The Library supports a wide range of needs, from reading and learning to connection and quiet space. Books remain central, and digital access and shared community space are also important.

FAVORITE THINGS ABOUT THE LIBRARY

Respondents were limited to three selections to help us identify what the community values most.



FUTURE FOCUS AREAS

Residents support growth in collections, programs, technology and welcoming spaces.

Programs

- Review and align with evolving community needs
- Strengthen program marketing & promotion

Collections

- Expand access to both print & digital materials
- Improve discoverability of unique and high-interest materials

Space & Accessibility

- Invest in technology & digital access
- Explore parking solutions
- Continued development of Makerspace

HOW HAS THE LIBRARY MADE A DIFFERENCE IN YOUR LIFE OR THE GREATER COMMUNITY?

Most common themes from open-ended responses describing how the West Linn Public Library has made a difference in residents' lives.



Strategic Plan Draft for LAB Review

2/17/2026

IMPROVE ACCESS

We are committed to reducing barriers and making it easier for people to reach, navigate, and use the Library—both inside the building and throughout the community.

Key Areas of Focus

- Conduct a parking audit and improve communication about available parking options
- Evaluate the timing of programs, particularly adding or adjusting evening and weekend offerings
- Advance equitable access through a fine-free model and clear communication about what that means for patrons
- Continue to invest in school partnerships that connect students and families with library resources

AMPLIFY AWARENESS

Strengthening awareness ensures that both regular library users and those who seldom visit understand what the Library offers—and feel welcomed to participate.

Key Areas of Focus

- Invest in marketing, promotion, and advertising, exploring new strategies to “tell our story”
- Improve communication so regular users are aware of the full range of available services and resources
- Increase visibility among underrepresented or infrequent users, including working adults, families, and new residents
- Support youth in developing a love of reading and support parents and caregivers as their child’s first teacher by promoting reading for pleasure, discovery, and lifelong learning

ENRICH COLLECTIONS

A strong, responsive collection remains central to library service. We will use data and patron feedback to guide investments in materials that meet evolving community needs.

Key Areas of Focus

- Prioritize spending on highly requested materials and increase the budget for digital collections
- Enlarge the Lucky Day collection to reduce hold times and improve access to high-demand titles
- Improve discoverability of unique collections such as the Library of Things and other high-interest categories

- Explore new methods of collection analysis to better understand community interests and reduce blind spots
- Strengthen multilingual collections to ensure materials are accessible and relevant to the needs of patrons

ENHANCE SPACES

The Library is a shared community environment for studying, gathering, resting, creating, and connecting. Thoughtful improvements to comfort, function, and layout help ensure every patron feels welcome.

Key Areas of Focus

- Conduct a full audit of existing space and furniture to identify areas for improvement
- Create specific use zones—such as a quiet space with adjustable lighting in the Fireplace Room or spaces with particularly cozy seating
- Explore long-term improvements such as painting, carpet replacement, or adjustments to layout that improve flow and comfort
- Explore possible spaces outside of the library, including the potential for a future bookmobile

ADVANCE TECHNOLOGY & INNOVATION

Technology is essential to how patrons access information, create projects, and develop digital skills. We will continue building tools, programs, and spaces that support learning, creativity, and innovation.

Key Areas of Focus

- Expand and refine the Makerspace, ensuring it supports a wide range of creative technologies and skill levels
- Grow the Library of Things with technology-forward items that support learning and exploration
- Plan for a computer lab upgrade that improves equipment reliability, functionality, and digital access for all
- Review and align in-person and virtual programming to meet patron interests and priorities and strengthen access for a range of users