



West Linn Public Library

MEETING MINUTES

Library Advisory Board

Tuesday, May 19, 2026 at 5:00 PM

Community Room at the Library

Public Link: <https://www.youtube.com/live/-DYnWis4R1U>

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: Library Advisory Board (LAB) members: Elizabeth Bragg, Renae Wilkerson, Rachael Hyde, Clinton Springer, Nick Bertram, Janet Dalgaard, Councilor Mary Baumgardner

Absent: N/A

Staff present:

Doug Erickson, *Library & Community Services Director*
Sarah Flathman, *Assistant Library Director*
Rebecca Mayer, *Library Manager*

Call to Order – Janet Dalgaard called the meeting to order at 5:07pm

Public Comments - None

Review and Approval of Minutes: 02-16-2026

- Nick moved to approve the minutes with no edits or changes, Renae seconded. Motion passed. 7-0

Agenda Review

- No edits or additions to the agenda.

Library Leadership Updates:

Feedback Requested on Strategic Plan One-Page Overview

- Sarah presented the one-page Strategic Plan Overview. Foundation members appreciated its overall design and simplicity and offered suggestions regarding formatting, word choice, and the verbs used under “Our Values.” Sarah thanked them for their feedback and will incorporate the suggestions into the final version.

- ***Feedback Requested on Library Policy Revisions***

- Sarah shared that the Library Administration team has been reviewing all existing policies, which prompted this revision. The goal is to establish a regular three-year review cycle for all policies. Both of these policies were originally established in 2017, so they were overdue for review.
- Children's Room and Teen Room Policy: Sarah walked the group through the policy and reviewed the changes that were made, including differentiating youth programs by age group and clarifying expectations for parent/guardian participation. Other changes included adding a section on the supervision of children and referencing the Young Teen Area, which was not previously included. LAB members had no additional suggestions and voted unanimously to endorse the policy, 7:0.
- Unattended Children's Policy: Sarah walked the group through the policy and reviewed the changes that were made, including adding a definition of "accompanied," clarifying the section on truancy, and adding a section on "mandatory reporting." LAB members had no additional suggestions and voted unanimously to endorse the policy, 7-0.

- ***Book Nook Updates***

- Rebecca shared about an upcoming Summer Book sale on Thursday, June 11th and Friday, June 12th during regular library hours. It will be \$10 to fill a bag or \$1 per item and will feature adult fiction and non-fiction, kids and teen books, and more! All proceeds go towards the West Linn Library Foundation which supports library programming as well as Dolly Parton's Imagination Library. She encouraged everyone to visit.

- ***Recent Highlights & Upcoming Events***

- We ran out of time to discuss this.

Foundation Update

- The Makerspace, funded by the Holly Grace Jones endowment, is still moving forward with a hope to open for public access in September. The custom cabinets were just installed and look amazing.

Board Comments

- N/A

Adjournment – Meeting adjourned at 6:10pm

Next Regularly Scheduled Meeting: August 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.

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