

LIBRARY BOARD MEETING

May 21, 2014

Present: Janet Dalgaard, Lisa Dunne, Doug Erickson, Kathy Graef, Sterling James, Tom Miller, Pam North and Mary Jo Steele

Staff: Holly Mercer, Library Director, Stephanie Hope-Cochran, Assistant Library Director, and Joanna Campa, Library Assistant III

Absent: Rebecca Cassidy (*excused*)

Library Board Chair Doug Erickson called the meeting to order at 5:46pm.

Minutes Approval: Tom Miller moved to approve the April minutes. Janet Dalgaard seconded the motion. The motion passed 8:0.

Agenda Review: No changes were made to the agenda.

Board Chair Comments: Mr. Erickson stated that he had attended the City's Leadership Academy last night. As the training has progressed, he wanted to Board to know he feels the Library is doing a great job as a City Department.

Directors Report: Holly Mercer gave a report.

Staff:

- Librarian II position interviews: Interviews for the Librarian II position are winding down and there should be a top candidate Friday. There are also interviews being held this week for an on call Library aide position.
- "The Huddle" meetings – We are now having morning meetings with staff before we open. All staff in the building come together and talk about the events coming up that day and any pieces of library information.
- SRP intern – The Summer Reading Intern Kristi Hayden started this week. The first day of summer reading is Friday, June 13th. This year there is a community reading challenge of 75,000 minutes to go along with the library's 75th anniversary.
- Director vacation – May 27 through June 2nd
Ms. Mercer will be on vacation next week from May 27 through June 2nd. She will be available by cell phone if there is an emergency. She is excited to be

celebrating her one year anniversary with the library this month. She went over some of the projects she has worked on and accomplished with the Board during this time:

Extended library hours, opening the new parking lot, relationships and partnerships, policies updated and posted, reducing fines previously raised and the food for fines drive.

Public Services:

- Blu Ray Collection – The library is starting a Blu Ray collection. Most items come double packaged now, with a Blu Ray copy and a DVD copy in the same package so the cost in starting this collection is minimal.
- Summer Reading Program- Starts Friday, June 13th for all ages.
- Holds Overflow- This month at the Directors meeting they discussed the growing holds list for new material. The directors are committed to keep their holds down. They're going to try something new and start a policy of buying 1 item for each 5 holds their library generate. They're going to try it for one year and see how that works. The Board also discussed possibly lowering the amount of days the library had a hold waiting on the shelf to be picked up.

Outreach/Marketing:

- Gramor Parking – Ms. Mercer was excited to announce that Gramor properties has agreed to give the library dedicated parking spots on Tuesday afternoons during our summer reading programs. This is a step in the right direction in making more parking available for our patrons.
- Old Time Fair Parade – This year the theme of the Old Time Fair Parade is All Aboard the Reading Railroad. They are celebrating with us the Library's 75th anniversary. Librarian's past and present will be the Grand Marshalls. The library is planning on doing a Steam punk Theme.

Current projects/updates:

- LINCC leadership – Greg Williams has been hired to be the new LINCC manager.

Longer term goals:

- Small business Center
- Teen Services ReVITALization (Digital Media space)

- Adult circulation remodel
- Electronic fine payment
- Online card applications

Friends of the Library Report: Friends of the Library President Janet Dalgaard gave a report. The FOL recently had their annual meeting and re-elected their existing Board. If the Library Advisory Board approves the new digital magazine service, Zinio, the Friends have agreed to pay half the price. This summer, the FOL will have a book sale the same weekend as the Old Time Fair, July 19 – 20th. All books will be on sale for .75 to go along with the 75th Anniversary celebration.

Foundation Update: Ms. Mercer updated the Board that Melinda Robertson has been elected the new Foundation Chair. Their next meeting will be held in June. They are still working on the matching funds for the Teen Services ReVITALization. The Board is still looking for a member to be the liaison for the Foundation.

Zinio Magazine Service: Ms. Mercer handed out the survey results regarding the new digital magazine service Zinio. The survey was available on our website for the community to voice their interest in the service. The Board decided that there were too few participants in the survey and that we should try and have the City include it in their E-Letter to see if they can get a higher number of responses. It was brought up that Ad Search is also using the Zinio magazine service and it would possibly cause pop ups and unwanted cookies for our patrons. The Board asked Ms. Mercer to look into this and to get more information about the service from Library's who have been using the service for a while. The Board will revisit this next month with the new information.

Small Business Center survey: Ms. Mercer handed out the survey results that the Community Development Department had put together. The results showed that we already have a lot of the resources the small business center needs. She would like to repackage our services to market by what we offer. This wouldn't be an additional cost, it would just be repackaging and marketing services we already have.

Memorial for Ellen: Ms. Mercer has spoken to the Friends and the Foundation about working together and organizing a memorial for our former Children's Librarian who recently passed away, Ellen Credle. They would like to put something under the stairs that includes the Tales to Tails program Ms. Credle started. They talked about having a memorial chair made for that area, possibly with paws or dog upholstery.

Board Comments: Tom Miller stated that on the OLA website they have a very nice bio on Elaine Spence, our Teen Services librarian. It was also mentioned that the Bond measures in Oregon City and Canby passed in the recent election.

There being no further business, Library Chair Doug Erickson adjourned the meeting at 6:21pm.

Respectfully Submitted,

Joanna Campa
Recording Secretary