

LIBRARY BOARD MEETING

January 25, 2012

Present: Janet Dalgaard, Doug Erickson, Kathy Graef, Sterling James, James Milne, Tom Miller, Mary Jo Steele

Staff: Diane Satchwell and Joanna Campa

Other's Present: Teri Cummings, City Councilor

Absent: Pam North (*excused*)

Library Board Chair Jim Milne called the meeting to order at 5:48pm.

Minutes Approval: **Tom Miller moved to approve** the October minutes. **Doug Erikson seconded** the motion. The motion **passed 7:0**.

Agenda Review: No changes were made to the agenda.

Elect new Executive Board: **Tom Miller moved to elect** Doug Erickson as Chair and James Milne as Vice Chair. **MJ Steele seconded** the motion. Mr. Erickson and Mr. Milne accepted the nominations. The motion **passed 7:0**.

Directors Report:

Library Director, Diane Satchwell, introduced our new Liaison from City Council, Teri Cummings. Councilor Cummings will be the liaison to the Library Board for the next year.

Parking Report – Ms. Satchwell and the parking team had their first staff meeting. They walked the perimeter of the land to see the space. The team, made up of city staff, will make a presentation to the Library Advisory Board when ready. Ms. Satchwell met with the manager of Windemere Realty, located across the street in the Central Village. As a result of the meeting, they have agreed to partner with us. Ms. Satchwell has also partnered with other business's surrounding the Library. They have agreed to make their parking lots available after hours. Library Event parking signs will be made up and put out for overflow parking during library programs. The signs will include the business names we are partnering with and allowing us to use their parking spots.

Tech Plan – Ms. Satchwell recently emailed the Board the new Library Tech Plan. She asked the Board to look it over and email her back any changes/revisions they might

have. It will be discussed at next month's meeting. She would like it to go to City Council so they know what we're working on. It also lines up with the strategic plan. Recently we had another E-Reader day for the public. The doors were open from 11-6pm. It was a success with 80 people attending the event. The same amount attended during October's event which was open 2 hours longer, until 8pm.

Statistical Information requested by the Board – Ms. Satchwell asked the Board what statistical information they would like her to bring or email each month to the Board meetings. Library Board decided they would like to see the entire report. We will soon be getting battery powered people counters and have an accurate account of how many patrons visit the library, rather than an estimating as we've done in the past. There is also a weeding process going on. Ms. Satchwell believes that a collection that is well maintained and easy for patrons to find what they're looking for, will circ more. With that in mind, material that hasn't checked out in 4 years or is in bad condition is being discarded. The library is also working on getting a Lucky Day book collection started soon.

Governance at a Glance – Ms. Satchwell has made the final changes to the Governance at a Glance including the Board suggestions. She will be laminating it and sending it to the City Manager, Chris Jordan. She thanked the Board for their input.

Friends of the Library Report: Friends President, Janet Dalgaard, told the Board that the new Christmas tree worked great and got a lot of compliments. There has not been a Friends meeting so no other news to report.

Board Comments: Mary Jo Steele, Liaison to the Library Foundation, requested that each month on the Library Board agenda she have a line for a Foundation report. Ms. Steele told the Board she is going to suggest to the Foundation a fund raiser called Murder in the Stacks. She believes it will be a great way to acquaint the public with the Foundation and Library Board members. She also asked if there was any way for the Library to have an awards program similar to what Powell's bookstore has, for patrons to elect and vote for their favorite book. Ms. Satchwell stated at this time we don't have any way of gathering those statistics but she will bring it up at the selectors meeting.

Library Chair Doug Erickson adjourned the meeting at 7:00pm.

Respectfully Submitted,

Joanna Campa
Recording Secretary