

LIBRARY BOARD MEETING

August 27, 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 and Joanna Campa, Librarian

Library Board Chair Doug Erickson called the meeting to order at 5:45pm.

Minutes Approval: Tom Miller moved to approve the July minutes. Janet Dalgaard seconded the motion. The motion passed 6:0.

Agenda Review: No changes were made to the agenda.

Directors Report: Holly Mercer gave the report.

Staff:

- Staff Training Day, October 13th – The Library will be closed October 13th for the staff training day. Mike Smith, retired Library Director of the Hillsboro Library, will be the featured speaker.
- New Library Asst. III – This will be Joanna Campa's last Library Board meeting as recording secretary as she has been promoted to Librarian. Janelle Cook is the new Library Asst. III and she will be starting next week.
- Director's vacation – Ms. Mercer will be out of the library from August 30th to September 7th.

Public Services:

- E-magazines start Tuesday – We are going live with our new Zinio E-magazines on Tuesday, September 2nd. Staff training was completed this week. There will be a Zinio link on our website for patrons to follow and get signed up for the service. Zinio is adding a new publisher soon which means we will be adding a few more titles.
- Summer Reading Program – So far the community has read 770,000 minutes! Our Grand Prize drawing is being held Sunday, August 31. Along with the drawing we are giving away top reader awards for each age group. Anyone who

attends the drawing will receive a cloth book bag from past Summer Reading programs.

- Fall Programming – Our programming is set up through the end of the year. Some new programs are an OBOB book club and an American Girl book club.
- Ready to Read Grant – We have submitted the Ready to Read Grant and are continuing the 1000 Books before Kindergarten program. We are also starting some early literacy programs and trainings to go along with the 1000 Books before Kindergarten grant.

Technology:

- Mobile Circulation – We have ordered the mobile circulation equipment. It can be used with any tablet to check in and check out materials.
- 3D printing – The Friends supported the purchase of a 3D printer. Training for staff will happen first before it goes out to the public. Ms. Mercer envisions it becoming part of the MiY Makerspace.

Outreach/Marketing:

- Gramor thank you – Tuesday afternoon parking at Gramor during our summer reading programs went very well. Ms. Mercer sent them a thank you card yesterday.
- Volunteer recognition – September 27th – In honor of our 75th year the Volunteer Brunch this year will be a birthday party theme. Ms. Mercer invited all of the Board members to attend.

Current projects/updates:

- Small Business Resource Center (RAIN) – September 25, 3-6 – We are having an Open house for the new RAIN room on Thursday, September 25 from 3-6pm. The painting is finished and the room is coming together nicely to support the community's needs. Painting is also taking place in The Bamboo room this week.
- Teen Services ReVITALization – There is a Foundation meeting in September where they will be going over the Teen room ReVITALization plans. As of now it is planned to move forward this fall.

- MiY Lab (Makerspace) – The new Makerspace or Miy (Make it Yourself) lab will be opening this Spring. This will be a resource for the community to come in and learn new skills such as sewing.

Longer term goals:

- Adult circulation remodel – This project is ongoing.
- Electronic fine payment – This is in process.
- Online card applications – This is in progress.
- RFID – This project is on track to start with the remodel of the Oregon City Library. The County is planning on all Libraries having RFID when the OC expansion opens.
- Remembering Ellen – A remembering Ellen pot luck is being held at Willamette Park on Saturday, August 30 from 9:30am – 12:30pm.

Friends of the Library Report: Janet Daalgard gave a report. She stated that they are looking forward to seeing if the new Library Asst. III can help with their newsletter. Also, there will be a FOL book sale in October.

Foundation Update: There is a Foundation meeting September 19th at 1pm. The Library Board is still looking for a liaison. Mr. Erickson stated he will attend the September Foundation meeting.

E-Magazine Service - Update – Zinio, the E-Magazine service, is going live this Tuesday, September 7th. Ms. Mercer encourages Board Members to log into the site and see how they like it.

Small business resource center – Update – The small business center or RAIN room has been painted and Ms. Mercer encourages Board Members to take a look at it and give her their comments. Also there is a website that is in development.

Board Comments: Mr. Miller mentioned the email that the City sent out regarding the restrictions on political advocacy. He had a printed copy of the attachment that was included in the email with him for anyone who wanted to look at it. The Board then discussed the email. Kathy Graef brought up that some Board members terms were ending in December. Ms. Mercer stated that the City Recorder will send out messages to those whose terms would be ending to inform them.

Sterling James entered the meeting at 6:06pm

There being no further business, Library Chair Doug Erickson adjourned the meeting at 6:11pm.

Respectfully Submitted,

Joanna Campa
Recording Secretary