

Library Advisory Board Minutes

November 18, 2015

Present Board Members-Sterling James, Lisa Dunne, Pam North, Kathy Graef, Janet Dalgaard
Rebecca Cassidy

Absent: Mary Jo Steele, Chair (*excused*)
Tom Miller, Vice Chair (*excused*)
Melinda Robinson, President of the West Linn Library Foundation (*excused*)
Brenda Perry, Council Liaison to the Library (*excused*)

Staff: Doug Erickson, Library Director,
Melanie Nelson, Administrative Assistant to the Director

Call to Order- Doug Erickson called to order at 5:45 pm. Minutes Review (9-23-15) Motion to approve minutes by Sterling James, seconded by Pam North. Minutes approved 6:0.

Agenda Review- Moved to approve agenda with no additional items by Janet Dalgaard, seconded by Kathy Graef. Agenda approved 6:0.

Public Comments- None.

Library Director's Comments & Report-

- Library Policies and Municipal codes: Patron's complaining of smoking outside the building. Oregon law states "no smoking within 10 feet". This 10 feet isn't enough room. There are several outdoor "gathering places" outside the library. Discussion of DSA (Designated Smoking Area) vs changing local municipal code. There is lots involved with changing a municipal code. DSA discussion tabled for next meeting.
- Update on County Capital Funds Projects: Fiber Network servers installed. Waiting for contractor's to pull from the Police station to the High School. It will then be pulled from the High School down to the Library. The project is expected to be completed by the first week of January.
- Food for Fines: Clackamas County does different "Food for Fines" at different times. There was a discussion of possibly having a county wide, more information to come. West Linn traditionally holds a "Food for Fines" in February. Discussion tabled for next meeting to set exact dates.
- Review of 2015 Library Advisory Board Report: All members were given a copy of the Library Advisory Board Report that was submitted on-line to City Council. The report included the topics of-Name of Chair/Vice Chair and Members, Meeting times and location. How often the Library Advisory Board meets. Doug with the boards' encouragement, went over the accomplishments as well as challenges for 2015. Each Library Advisory Board Member was given a copy of the Library Advisory Board Report for 2015 for review. The

Library Advisory Board will need to address the challenges forthcoming and will be outlined at a future date.

Friends Update: Janet Dalgaard

- Friends have new Christmas tree!
- Janet reported best Used Book Sale ever- \$1,500.00 in sales
- Friends are half way through the fiscal year. Janet is forecasting approximately 28K for the year.
- The Book Cellar has a credit card for payment. Book Cellar staff will be happy when the WiFi is up to speed to utilize the machine.
- Janet mentioned used books are a great Christmas gift idea.
- Janet and volunteers will be decorating the Library the Saturday after Thanksgiving (11/28/15).

Foundation Update – President, Melinda Robinson (*absent*)

- Doug updated briefly that The Library Foundation is working on a fund raising letter for this Holiday Season to encourage patrons to support the library.
- Possible discussion of a book mobile in January 2016.

Suggestion was made to postpone the December 23, 2015 due to the Holidays. The next Library Advisory Board Meeting will be tentatively held on Wednesday, January 27, 2016. Melanie will email Library Advisory Board Members with agenda at the beginning of the New Year.

Adjournment: Janet Dalgard moved to adjourn meeting Kathy Graef seconded. Meeting adjourned at 6:23p.m.

Respectfully submitted,
Melanie Nelson
Administrative Assistant to the Director

Upcoming Meetings: Wednesday, January 27, 201 at 5:45pm