

# LIBRARY BOARD MEETING

May 28, 2008

**Present:** Janet Dalgaard, Tina Decker, Greg DiLoreto, Sterling James, Tom Miller, Mary Jo Steele

**Staff:** Christine Siegel and Joanna Campa

**Absent:** Kathy Graef (*excused*)

## CALL TO ORDER

Chair Decker called the meeting to order at 5:48 p.m.

## APPROVAL OF MINUTES:

**Sterling James moved to approve** the April minutes. **Mary Jo Steele seconded** the motion. The motion **passed 6:0**.

## APPROVAL OF AGENDA:

**Tom Miller moved to approve** the agenda. **Mary Jo Steele seconded** the motion. The motion **passed 6:0**.

## DIRECTOR'S REPORT

Library Director Christine Siegel stated library circulation continues to increase. Circulation in April 08 was up close to 10% from April 07. Reference questions were up 40%. Staff is working hard promote and display library materials and get items shelved promptly. Popular programs at the library this past month included a dance program and a guitar concert performed by students of West Linn High School. The library participated in the city-side West Linn Feeds the Hungry food drive during March with a food for fines program. The library received a letter of appreciation stating 4,133 pounds of food have been collected at the library. Last years food for fines program resulted in 3,000 pounds of food collected. Ms. Siegel is working on the bylaws for the proposed library foundation with the city attorney. The foundation has been registered with the State. The next step is completion of the bylaws and obtaining 501 (c) (3) status. Ms. Siegel stated that work has begun on the upcoming migration to Symphony, our new integrated library system (ILS) Some discussion regarding standardization of loan periods county-wide has begun, but no decisions have been made. Ms. Siegel asked the Library Board members if they had an opinion on loan periods. The board was in favor of videos and DVDs at 7 days and other materials at 21 days. This would represent a change for Clackamas County libraries, but would be more in line with other library systems including Multnomah and Washington County. Informational flyers on the proposed

Clackamas County Library District are available in the library and at check-out. Ms. Siegel is working with Kirsten Wyatt to prepare West Linn specific information. Ms. Siegel distributed a wish list for the library to the board. Ms. Siegel announced the proposed Hood Street office building behind the library has been appealed to the state Land Use Board of Appeals.

## **FRIENDS OF THE LIBRARY REPORT**

Janet Dalgaard stated the Friends held their annual meeting and the current board of officers were reelected. She announced the next book sale will be held in September.

## **OLD BUSINESS**

Ms. Decker reviewed the Library Board contact sheet. Ms. Decker stated that members were able to serve two full consecutive terms, with a year off, before eligible for reappointment. Terms of office for current board members will be added to the board contact sheet.

## **NEW BUSINESS**

Mike Jones has been appointed to fill the vacancy on the City Council resulting from the resignation of Councilor Gates. Consequently, he has resigned from the library board. A new Vice-Chair for the library board will need to be elected. **Ms. Dalgaard moved** to table the election of the Vice Chair. **Tom Miller seconded** the motion. The motion **passed 6:0**. **Ms. Steele moved** to suspend library board meetings for June and July due to vacation schedules of several board members. **Greg DiLoreto seconded**. After discussion, **Ms. Steele amended her motion** to suspend the meeting in June and discuss by email whether a quorum could be reached to hold the July meeting. The amended motion **passed 6:0**.

## **ANNOUNCEMENTS**

Ms. Steele informed the Board that the high school library had been vandalized on Memorial Day. Approximately 4000 books were thrown on the floor and derogatory remarks written. Police are investigating the incident as a hate crime. Although students and volunteers helped with the initial clean-up, the high school librarian needs help putting the library back in order. Ms. Siegel said she would contact the librarian to see what help was needed.

There being no further business, Chair Decker adjourned the Library Board meeting at 6:35 P.M. Following the meeting, Ms. Siegel conducted a library tour for the board.

Respectfully submitted,  
Joanna Campa

Recording Secretary

