

LIBRARY BOARD MEETING

May 27, 2009

Present: Tina Decker, Greg DiLoreto, Sterling James, Tom Miller, James Milne, Pam North, Mary Jo Steele

Staff: Linda Malone, Richard Seals, and Joanna Campa

Absent: Kathy Graef (excused), Janet Dalgaard

Library Chair Tina Decker called the meeting to order at 5:49pm.

Tom Miller moved to approve the agenda as presented. The motion **passed 7:0**.

Minutes Approval: Sterling James moved to approve the March minutes. **Greg DiLoreto seconded** the motion. The motion **passed 6:1**. Pam North abstained as she was not at the March meeting. **Tom Miller moved to approve** the April minutes. **Greg DiLoreto seconded** the motion. The motion **passed 7:0**.

Library Directors Report

Budget Highlights – Library Interim Director Linda Malone deferred to Richard Seals, City of West Linn Finance Director. Mr. Seals stated that the 2009-2011 budget is through the first phase and has passed the Citizen’s Budget Committee. It will go to the City Council for approval on June 22nd. Mr. Seals handed out the cities Annual Financial Report for fiscal year ended June 2008 to each Board member. This included the 2008 audits. Mr. Seals then passed out the proposed 2009-2011 budget. He then went through the proposed library budget with the Board and answered any questions they had.

After speaking with the Board, Mr. Seals left the meeting.

Ms. Malone stated that West Linn is to get the capital money from the Library District in 2010. There needs to be a plan proposed on how the money is to be spent in order to get the capital money. She then took over the discussion about the budget and answered any further questions from the Board. The formula on how much money comes from Clackamas County now depends on two things: 1) all taxes collected based on the assessed value of West Linn properties will be returned to the West Linn library, and 2) the library will receive revenue for the unincorporated population it serves.

Current Staffing – We have had a few staff members taking some time off recently and because of this, other staff have been working extra hours to help out. The library will be able to absorb this cost because of other unfilled positions that were budgeted.

Summer Activities – Mayor Patti Galle had a book signing on Saturday in the library. Dr. Veronica Esagui, a West Linn Chiropractor, will be having a book festival in her parking lot and the adjacent Windemere parking lot on June 27th. Dr. Veronica is hoping to make this an annual event. Sign ups start June 1st for all summer reading programs. The library will also participate all 3 days in the Central Village sidewalk celebration event, July 24th – 26th. A call for musicians has been put out for next year. This is a new practice for the library. The musician's are required to submit 3 full length songs as well as a resume/biography. Ms. Malone stated that the library is starting an early literacy newsletter that will hopefully be ready to post on the website by July 1st, or the 15th at the latest. The Library's switch over to the new operating software, Symphony, is slated to go live July 30th. For three days before that there will be no check-in. Ms. Decker asked if the Linas system logo, the lion, will still be on the website. Ms. Malone stated the lion logo will be going away. It will still be called LINCC, but with a new logo. Chair Decker asked if it was possible to get something out to our patrons telling them about the changes coming up with the LINCC system. Ms. Malone stated that Network and the LINCC Marketing Committee are currently preparing these items. Mr. DiLoreto asked what the status was with the new Library Director. Ms. Malone stated the closing date for the position is May 29th. As of now there are 16 applicants.

Friends of the Library Report – This item was tabled as Friends of the Library President Janet Daalgard is not in attendance tonight.

New Business

Proposed meeting with Foundation, Friends and Advisory Boards – Chair Decker would like the Chairs of each of the boards, to talk to their members and see if the three Boards could get together to talk about what each board would be looking to spend money on. Mr. Miller stated that he felt strongly that we get the three groups together. The Board then put this to discussion. It was decided that The Library Board is in favor of the meeting. Mr. DiLoreto stated that he would like to resign his position as liaison from the Library Advisory Board to the Foundation Board.

Discuss Development of Strategic Plan – Chair Decker stated that it was decided that the development of the strategic plan was to be put on hold until a new Director was hired. She thought it would be a good idea to start a list of possibilities to be incorporated into a strategic plan. It was decided to include this on the agenda at the next Board meeting, listing what they thought were the high priority needs of the library.

Announcements – Chair Decker announced that she will be starting her Masters Program in June, and will be resigning as Chair of the Library Board. She stated that electing a new Chair will be put on the agenda for next month.

There being no further business, Chair Decker adjourned the meeting at 7:05pm.

Respectfully submitted,

Joanna Campa
Recording Secretary

