

LIBRARY BOARD MEETING

December 2, 2009

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

Staff: Linda Malone and Joanna Campa

Absent: Tina Decker (*excused*), Greg DiLoreto (*excused*), Pam North (*excused*)

The meeting was called to order at 5:48pm.

Minutes Approval: Interim Director Linda Malone made one correction to the October minutes. Under the Library Director's report in the New Haplr ratings, it should read West Linn is number 1 in our budget group, not population served. **Tom Miller moved to approve** the amended minutes. **Kathy Graef seconded** the motion. The motion **passed 5:0**.

Agenda Review: No changes were made to the agenda.

James Milne entered meeting at 5:51pm.

Library Director's Report:

Symphony update – Network is continuing to work with our new software, Symphony, to create a customized product that fills the libraries' needs. Jon Forest has installed the new version (3.3) on the test server at Network and intends to have it "go live" on January 18th, which is Martin Luther King Day and libraries will be closed. The updates are mostly bug fixes, rather than enhancements. The most significant enhancement is the return of the "My List" feature, which allows patrons to keep track of their reading.

The group of library directors and Network staff formerly known as PLC (Public Library Committee) has been split into two groups: the Directors' Group, which consists of library directors throughout the district, and PLC, which includes Network staff, library directors and other library staffers directors wish to include. Both groups meet monthly.

The Directors' Group's is still evolving and the roles are being defined, but it will concentrate largely on goals and objectives, strategic planning and similar issues. PLC will continue to work on issues such as how libraries use the automated system and how Network and library staff can work together to define and address needs.

New Director Update – Diane Satchwell has been hired as the new director; she will be starting on Monday January 4th. She is from the Oakland (CA) Public Library, where she is currently the administrative librarian.

Parking – A new tenant has taken over the Windermere building next door. Starting January 4th staff will not be allowed to park in their lot. City Manager, Chris Jordan, told Ms. Malone that the staff should park in the library parking lot. Ms. Malone stated that there is also parking on Bolton Street, but there are not always spots available. She stated that parking has always been an issue for the library and is currently probably its number one challenge.

Foundation update – Sherry Sheng, Library Foundation President, attended last month's staff meeting and told staff the Foundation is ready to receive donations. She was encouraging staff to make a donation of any amount to the Foundation, as a show of support. Checks can be made to West Linn Library Foundation.

Mr. Milne asked if our library was going to be getting a security system like the one the Multnomah County library is installing (RFID). Ms. Malone stated that RFID technology is very useful but also very expensive and that the library does not at this time have funds for it. She also stated it would impact all the libraries in the district if one library began using it, as we all share materials, so other libraries would need the proper equipment to be able to check out WL items. Ms. Malone stated that there are simpler, less expensive security systems, such as the magnetic technology Lake Oswego Library uses. Mr. Milne suggested that possibly a security system for the library is something that capital money could be used towards. A discussion of the need for a security system versus public perception of such an installation ensued.

Friends of the Library:

Janet Dalgaard, Friends of the Library president, passed out the Friends' winter newsletter. Mr. Milne asked if the Friends were still looking into purchasing the reader board signs. Ms. Dalgaard stated that they are waiting until the new director is on board. Ms. Dalgaard mentioned that sales have been down the last month. Ms. Steele suggested opening a Friends Book Cellar in one of the empty storefronts at the Central Village.

New Business:

Christmas Party – A discussion ensued about having a holiday party. It was discussed about possibly having the party later in the month to include the new incoming Library Director. Ms. Dalgaard and Ms. Steele will email the board at a later date with further details.

Board Comments:

The Board discussed the possibility of having a reception for the new incoming Library Director.

There being no further business, Library Board Chair Sterling James adjourned the meeting at 6:45pm.

Respectfully Submitted,

Joanna Campa
Recording Secretary

