

LIBRARY BOARD MEETING

August 24, 2011

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

Staff: Diane Satchwell and Joanna Campa

Absent: Pam North (*excused*) Doug Erickson (*excused*)

Others Present: Councilor Mike Jones

Library Board Chair Jim Milne called the meeting to order at 5:48pm.

Minutes Approval: Tom Miller moved to approve the June minutes. Greg DiLoreto seconded the motion. The motion passed 7:0.

Agenda Review: No changes were made to the agenda.

Directors Report:

Library Reorganization – This is Library Director, Diane Satchwell’s first year to do this library’s budget. She spent a lot of time going over the budget and meeting with City Hall. With the strategic plan and work plan in place, she reorganized. She gave the Board a hand out which further detailed the reorganization. Sarah McIntyre and Ellen Credle are now Principal Librarians. Benefited staff will be working more hours. Staff who works less than 19 hours a week will be put on an on call basis rather than work regular hours. This will open two new .5 FTE benefited positions, a Library Aide and a Library Assistant. With this change there will be more money available for on calls to come when regular staff is out. With all the changes we still have the lowest FTE per circ, in Clackamas County. Ms. Satchwell stated that we are also maximizing our budget by having staff here during open hours.

There has also been a selectors committee put together to include all librarians. The library has eliminated 30 magazine titles and added 40! We will be using prepublication software to get new books here faster. We will also create a new location for browsing materials. This means no holds can be placed on these items. You can come to the Library to browse new books.

We have also implemented new scheduling software. Staff can log in from home and see their schedules.

Ms. Satchwell stated that we will be partnering with the West Linn schools to get library cards to students so they will have access to databases they lost due to budget cuts.

Parking – We are the first library to receive our million dollars from the County! More updates to come as they are available.

Friends of the Library Report:

Friends President, Janet Dalgaard stated that the Friends have made a new agreement with Ms. Satchwell and it's working well. As of this time, there is no fall book sale scheduled.

Foundation Report:

Liaison to the Foundation, Greg DiLoreto stated that the next Foundation meeting is scheduled for August 30. The purpose of the meeting is to decide which item the library needs that they will be fundraising for. Mr. DiLoreto stated that he will not be on the Library Board after his term is up at the end of the year, so they need to find a new liaison to the Foundation.

New Business:

Library Chair Jim Milne discussed his ideas for goals for 2011-2012. He had a hand out for the Board and discussed it with them. The Board discussed the suggestions made in the hand out and brought up other possible ideas. An updated list of goals will be written with the ideas discussed and be reviewed by the Board at a later time.

There being no further business, Library Chair James Milne adjourned the meeting at 6:52 pm.

Respectfully Submitted,

Joanna Campa
Recording Secretary