

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
May 23, 2018

MEMBERS PRESENT: Rich Dougall, Chair; Reggie Gaines, Vice-Chair; Caroline Berry; Megan Chrisman; Mallory Nelson, Youth Representative

MEMBERS EXCUSED: Miriam Pinoli;

STAFF PRESENT: Shasta Barnes, Library Operations Manager; Deborah Gitlitz, Community Outreach Librarian

The meeting was called to order by Chair Rich Dougall at 6:40 P.M. in the Director's Conference Room at the Library.

Approval of the minutes of the April 25, 2018 meeting were tabled for the next meeting to reflect a more detailed discussion of the door being added to the children's room and a request for results from the Library's last strategic plan.

ONGOING BUSINESS/CALENDAR ITEMS:

1. Staff Meet and Greet – Deborah Gitlitz, Community Outreach librarian, joined the board meeting, shared the wide variety of connections and programs that she is a part of throughout the community, and the path that brought her to Wilsonville Library. She cited the organizational culture of fun and excellence as the Library's strong suit. She thinks seeing more outreach and Spanish speaking staff and signage in the future will serve the growing population in our area.

2. Youth Services –Mallory Nelson reported that collating of the Teen and Children Summer Reading packets was done Wednesday and Friday the previous week. The next scheduled TAB meeting is for June 6.

3. Library Renovation Update – Shasta Barnes shared the following updates:

- HVAC is being completed in the next few days.
- Serviced desks were delivered and installed Monday and Tuesday. They arrived a bit larger than anticipated, and so a few changes may be in order.
- More oak woodwork and shelving is being completed.
- RFID Security Gates were ordered yesterday, so once up DVD locks can go away
- For 6 days the library opened late for construction. Patrons are glad we are open again.
- Substantial completion date is still June 6. A punch list with items to be completed will be created that day. Two main outstanding items are expected: the doors in children's and new front entry door.

4. Librarian's Report – Shasta Barnes reported that Storytime at city hall has finished up and focus for the Youth Services staff is turning to the Summer Reading Program. They will be at

schools the next couple week promoting SRP. Children, Teen, and Adult print material* was passed around to the board for review.

The board was provided with a copies of the letter* given to a patron who challenged a card game called Illuminati. The board requested information on how much money is allocated to games in the library.

Megan Chrisman asked about the teen area's signs regarding use of the area by adults. Shasta Barnes and Mallory Nelson explained the need for teens to have a safe space for teens to study, read and congregate. Shasta also shared how priority has been given to creating many new seating option for adults around the library.

Burton Haun, reference librarian, will be attending the American Library Association Conference on behalf of the library at the end of June.

5. Fiscal Year 2018 Work Plan Review- The board reviewed the document provided, the FY17 Library Work Plan*, and noted the many goals that have been accomplished. Shasta Barnes explained that collection development policy and merchandising will be a focal point after the renovations are completed.

Megan Chrisman requested that packets such as this be emailed to the board with enough time for review before meetings.

6. Friends Report – Shasta Barnes reported that the Friends met and discussed focusing on branding changes going forward.

7. Foundation Report – Caroline Berry Reported that Jan Rippy, who has been heading up much of the Dolly Parton Imagination Library program, is going to be stepping down from that roll. The Foundation is considering spreading out many of the responsibilities. West Linn begins their DPIL program in September.

The fall wine tasting event is scheduled for October 27. Sponsors are being sought out and Reggie Gains provided the price packaging list* for the board to see.

8. Library District Advisory Committee Report – Megan Chrisman reported that the committee did not meet and the next meeting is scheduled for May 29.

9. Library Board Comment to City Council – The board had nothing specific to report, but expressed appreciation for how hard the city council works.

NEW BUSINESS: No new business.

ROUND ROBIN

The Board congratulated Mallory on her choice of Union College in New York.

Meeting adjourned at 7:50 P.M.

The next regular meeting is scheduled for June 27 at 6:30 P.M. in the Rose Room at the Library.

Respectfully submitted,
Brad Clark
Board Secretary

***Copy available from Board Secretary**