

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
July 25, 2018

MEMBERS PRESENT: Rich Dougall, Chair; Caroline Berry; Megan Chrisman; Yasmin Ismail; Miriam Pinoli; Mallory Nelson and Halle Schweigert, Youth Representatives

MEMBERS EXCUSED:

STAFF PRESENT: Shasta Barnes, Library Operations Manager; Brad Clark, Secretary; Katie Mabry, On-Call Library Clerk I

The meeting was called to order by Chair Rich Dougall at 6:33 P.M. in the Director's Conference Room at the Library.

The Board approved minutes of the June 27, 2018 meetings as distributed.

ONGOING BUSINESS/CALENDAR ITEMS:

1. Staff Meet and Greet – Katie Mabry joined the board. After volunteering in 2013 she knew she would like to work for the library and waited and looked for openings. She started with the library 4 years ago and has been working on call, typically between 2-15 hours per week, since then. She loves the Wilsonville community and her favorite parts of the job are sharing books with patrons, and her coworkers.

2. Youth Services – Mallory Nelson introduced the incoming Youth Representative Halle Schweigert to the Board. Mallory will be leaving for college before the next meeting.

Mallory listed the Summer Reading Teen Programs that had occurred since the last meeting: Movie Monday and Sundaes (teens watched the new Jumanji and ate ice cream), Breakout Box (like an escape room), Game Day (featuring Killer Bunnies amongst other games), and Library After Dark (with trivia, karaoke, and hide and seek in the library).

The final summer teen event will happen on the coming Monday. It is the annual Party in the Park with water fight, and other games and activities.

Brad Clark shared the children's programs were in their final week of storytimes and Fun Shows for the summer, with a few more weeks of Friday Family Films. Sign-ups for science classes the first week of August are also happening now.

3. Library Renovation Update – Shasta Barnes reported that the furniture plan is in process and likely will be done in phases over time as the cost was overwhelming when looked at comprehensively. Some furniture that was overly worn or oversized was removed during the renovation.

The Grand Reopening Party took place on Friday June 20th. Two possible future projects that were left out of the renovations due to expense were shade covering for the children's patio and bookstore updates. If those are taken on, it is likely to be in the distant future.

The board asked about the copper piping that Pat Duke reported at the last meeting had not been replaced. Shasta will follow up with Dan Carlson, the project manager for the city, and get back to the board.

4. Librarians Report – Shasta Barnes reported that preparations for fall programming are underway. A literature course and card making craft series are planned.

New merchandising standards for display are also being rolled out among library staff to maintain the look, and focus on the details, that will keep the library and its items more appealing to all.

5. Policies and Procedures – Shasta Barnes presented a list* of policies that are under consideration for updates due to current issues around the library. Examples on the list were drawn from other libraries who have faced similar issues and are being compared with laws and other policies through the city and county.

The board expressed some concern relaxing the food policies with new carpet and furniture.

Sleeping in the library and personal belongings around the library have become much bigger concerns lately. Megan Chrisman asked about safety and Shasta shared that the police have been called when their presence is needed for a walk through or other help.

The board asked about resources that we can refer people to, and while the library has compiled the best options, there are not a lot of services locally for those needing them. Shasta will look into the how Smart may be able to connect people to available services.

Once new policies are finalized a summary sheet, as well as posting them and having them available online, will help with enforcement.

6. Review Annual Calendar – Brad Clark shared that the calendar presented was updated the previous year, in depth, by Pat Duke to align tasks with the fiscal year.

Megan Chrisman suggested that a joint meeting with the Friends and Foundation be considered for addition to the calendar. There had been a previous history of similar joint meetings. Additionally she suggested that policy and procedures be added to the calendar to allow for multiple discussions.

7. Election of Officers (Fiscal Year 2019) – The Board went around the table and introduced themselves as Yasmin Ismail and Halle Schweigert were both new to the meetings.

Rich Dougal nominated Megan Chrisman as the new Board Chair. She accepted the nomination and Caroline Berry seconded the nomination. The board unanimously voted in favor.

Caroline Berry nominated Miriam Pinoli as the new Board Vice Chair. She accepted the nomination and Megan Chrisman seconded the nomination. The board unanimously voted in favor.

8. Friends of the Library Report – Shasta Barnes reported that the Friends met, and there was no new business to report.

9. Library Foundation Report – Caroline Berry reported that the main fundraising event for the Foundation, a wine tasting night in the library, would take place on Saturday October 27th.

10. Library District Advisory Committee Report – Megan Chrisman shared there was nothing new to report.

ROUND ROBIN

Meeting adjourned at 8:01P.M.

The next regular meeting is scheduled for August 22 at 6:30 P.M. in the Rose Room at the Library.

Respectfully submitted,
Brad Clark
Board Secretary

***Copy available from Board Secretary**