

**Wilsonville Public Library**  
**LIBRARY BOARD MEETING MINUTES**  
**October 24, 2018**

**MEMBERS PRESENT:** Megan Chrisman, Chair; Rich Dougall; Yasmin Ismail; Halle Schweigert, Youth Representative

**MEMBERS EXCUSED:** Miriam Pinoli, Vice-Chair; Caroline Berry

**STAFF PRESENT:** Shasta Barnes, Library Operations Manager; Brad Clark, Secretary  
City Counselor Susie Stevens also in attendance

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

The Board approved minutes of the September 26, 2018 meetings as distributed.

**ONGOING BUSINESS/CALENDAR ITEMS:**

**1. PGE Electric Car Charging Station Presentation** – Joe Collett and Ariana Lohf with PGE gave presentation to the board on a proposed “Electric Avenue” Community Charging Hub in Wilsonville. The proposed site would fill eight parking spots along Wilsonville Road in the northeast parking lot of the library. A variety of slow and fast charging stations would be available to the public along with various plugs to service all current electric car options. They estimate it would cost them \$250,000 to build. This would be a 10-year agreement with PGE in charge of all operating and maintenance. Options at the end of 10 years are open and may include replacing everything back to its original state, the city buying the equipment, or extending agreements. Planned cost to users are currently \$5 flat fee for quick charging, \$3 regular, a possible peak hour pricing, and optional \$25 monthly unlimited subscription plan.

The Board inquired and discussed the cost to drivers, the costs to the community (space), the potential benefits to the community (like longer distance travelers stopping for charging/commerce), benefits to the environment, possible timing of the project (in the next year if all goes through), and aesthetics. When it came to the proposed site design the board thought that placement of conversion towers should, at a minimum, be flipped with dispensers, or even better incorporated into the landscaping off the northeast corner of the building.

Near the end of the meeting, the board came back to discuss whether a recommendation could be made to city administration and/or council. Loss of parking spots and aesthetics seemed to be the largest concerns with several other positive possible outcomes as well. Ultimately with two board members missing a consensus was not reached as to what to recommend, though general feelings were positive toward the presentation.

**2. Library District Advisory Committee Report** – Megan Chrisman reported that there had been no meeting.

**3. Library Foundation Report** – In the absence of Caroline Berry, Megan Chrisman reminded the board that the Foundation's wine tasting event is October 27 and all are encouraged to get their tickets.

**4. Friends of the Library Report** – Shasta Barnes shared that there was nothing new to report from the Friends.

**5. Youth Services** –Halle Schweigert reported that the Annual Teen Murder Mystery took place on October 12. Lower attendance than typical may be contributed to the event being early in the month and receiving school promotion the week prior.

Brad Clark reported that the second after school program in the teen area, a fuse bead craft, had just wrapped up (from 4-6pm) filling the teen space with teens requesting to repeat the event again in the future.

**6. Librarians Report** – Shasta Barnes reported that there was recently a furniture planning meeting with the designers and a new updated furniture plan is coming soon. Some example chairs that are in the staff breakroom for testing.

Cindy Michael will soon be retiring. On the morning of Oct 31 a party will be held for her. Recruitment for the position is currently internal.

Shasta Barnes shared a patron’s written complaint\* regarding a children’s book, Teachers Pet, being a part of the collection, as well as the response letter that was written to her\*.

**7. Annual Library Report** – Shasta Barnes presented the Annual Library Report\*. While most of the statistics were unsurprising, the biggest change of note was that the teen program numbers were almost double. This was due to more regular school visits at the middle schools by Brad Clark.

In addition, digital use is up, with print use leveling off.

Megan Chrisman requested last year’s report be sent digitally again for comparison.

Susy Stevens commented on the “amazing” high number of volunteers and volunteer hours that we see at the library.

**6. Behavior Policies** – Shasta Barnes presented the rough draft of a policy summary sheet\* for use, if necessary, when patrons are not in compliance.

She also shared a selection of policy language from other libraries aimed at restricting using the bathrooms for bathing. The Board discussed what language they felt worked best and Shasta will come back with a proposal in the future.

Staff training day on October 8 included scenarios dealing with difficult patrons, which is helping bring to shape to some needed policy changes.

**NEW BUSINESS:**

**ROUND ROBIN**

**Meeting adjourned at 8:05 P.M.**

**The next regular scheduled meeting is December 5 at 6:30 P.M. in the Directors Conference Room at the Library.**

Respectfully submitted,  
Brad Clark  
Board Secretary

**\*Copy available from Board Secretary**