

**Wilsonville Public Library**  
**LIBRARY BOARD MEETING MINUTES**  
**March 27, 2019**

**MEMBERS PRESENT:** Megan Chuinard, Chair; Caroline Berry; Yasmin Ismail

**MEMBERS EXCUSED:** Miriam Pinoli, Vice-Chair; Rich Dougall; Halle Schweigert, Youth Representative

**STAFF PRESENT:** Pat Duke, Library Director; Brad Clark, Secretary

Chair Megan Chuinard called the meeting to order at 6:40 P.M. in the Director's Conference Room at the Library.

The Board approved minutes of the February 27, 2019 meetings as distributed.

**ONGOING BUSINESS/CALENDAR ITEMS:**

**1. Youth Services** – Brad Clark reported the after school program on February 20 was a big success likely due to better-timed promotion.

The Shamrocks and Shenanigans event on March 15<sup>th</sup> was impressively handled all by the teens who ran karaoke, trivia games, and organized a scavenger hunt through the library. Everyone who attended had a great time. The next teen event is an Escape Room on April 19<sup>th</sup>.

The Board also asked about recruitment for the Teen Advisory Board. Brad shared recruitment typically occurs during teen events and at school promotions.

**2. Librarians Report** – Pat Duke shared:

Images for the location and actual materials/colors of the Community Announcement LED sign, all approved by city council.

The furniture plan is moving forward. The board asked about maintenance and our cleaners are transitioning now from a contracted company to Public Works employees of the city, so it will be taken care of in house.

Recently a patron, who believed he was Jesus, was marginally disruptive but staff worked with him to get him a study room to use. He later donated some money which will be held temporarily by the Foundation so that it can be returned, as it likely was part of a manic episode. Through all, Pat praised the staff for dealing with all patrons with respect and compassion.

The Library of Things list of requests\* is in and being evaluated. Many tools were suggested but, because of liability questions, will not be a part of the library of things at this point. There is \$1600 from the county to begin this collection.

Food for Fines will be honored during National Library Week, April 7-13.

The statistics comparison to last year show that the renovation was underway.

**3. Review/Evaluate Board Functioning** – Brad Clark presented the results of the Board's report card\*. The Board reviewed the results and discussed: a joint meeting with the Board, Friends, and Foundation is in the works; expanding invitations to other city staff to meet at

the board meeting would be appreciated; ways to reduce or rearrange the agenda so items could be addressed.

The question of changing the meeting night to fourth Tuesdays each month was brought up. This will be discussed at the next meeting.

**4. Notify Council of Expiring Terms** – Brad Clark shared that Rich Dougall’s first term is up the end of June. He will be contacted about how to apply for a second term if he would like.

**5. Behavior Policies** – Pat Duke shared that there was nothing new to report since the last discussion on tethering policies.

**6. Friends of the Library Report** – Pat Duke told the board that the LED Community Announcement was the main topic of discussion at the last Friends meeting.

**7. Foundation Report** – Caroline Berry reported that Saturday November 9<sup>th</sup> will be the Toast to Imagination event this year, and they are already working on booking wineries and catering.

They have approved a new Foundation Logo.

The annual report is in the process of being written.

**8. Library District Advisory Committee Report** – Megan Chuinard reported that LDAC is meeting next month, and Kathryn Kohl is the new County Library Network Coordinator.

**9. Library Boards Comments to City Council** – No special comments to be made.

**NEW BUSINESS:**

**ROUND ROBIN**

**Meeting adjourned at 7:52 P.M.**

**The next regular scheduled meeting is April 24 at 6:30 P.M. in the Directors Conference Room at the Library.**

Respectfully submitted,  
Brad Clark  
Board Secretary

**\*Copy available from Board Secretary**