

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
June 26, 2019

MEMBERS PRESENT: Megan Chuinard, Chair; Miriam Pinoli, Vice-Chair; Rich Dougall; Caroline Berry; Halle Schweigert, Youth Representative

MEMBERS EXCUSED: Yasmin Ismail

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

ALSO PRESENT: Susie Stevens, City Counselor

Chair Megan Chuinard called the meeting to order at 6:32 P.M. in the Rose Room at the Library.

The Board approved minutes of the May 22, 2019 meeting as distributed.

ONGOING BUSINESS/CALENDAR ITEMS

1. Youth Services – Halle Schweigert reported that the first Teen Event of the summer, Library After Dark, was a great success, and that the next event, an escape room would follow this week.

She also shared that, due to her family moving to another city this would be her last month at the Youth Representative for the Library Board.

2. Librarians Report – Pat Duke reported that the Summer Reading Program is in full swing. He provided the Board with a breakdown of all the sign-ups so far totaling 1800*. Brad Clark gave a rundown of all the programs that had begun the previous week including Babytime, Toddlertime, Family Stories and Science, Thursday Fun Shows, and Teen Events.

Since the remodel, the door counters at the new security gates have been miscounting. As of June 11 they have been fixed and a more accurate count of people using the library is now available. Pat shared a document* with the counts for the month of June. Discrepancies now between in and out numbers often relate to programs where many families enter directly to the Oak Room and then connect to the Children’s Room from there.

The “Homecoming” event for Dolly Parton Imagination Library took place recently in Tennessee where Pat and other leaders of the Library Foundation program took part. Prominent neurologists shared research on brain development and the benefits to reading to children at a young age.

The Furniture Plan is going forward with the Request For Proposals close to being released.

A new Youth Services Librarian was hired. Jo Caisse comes from the Deschutes County Library system and starts July 15.

Volunteer coordinator, Sue Stowell, is retiring and a celebration for her will take place this coming Saturday from 1-3pm. Long-time Library Clerk Mary Jo Anca will be taking over

Sue's responsibilities. Sue has done an amazing job for many years and will be missed by all staff and volunteers.

3. FY 20 Work Plan Proposal – Pat Duke redistributed the FY 19-20 Goals and Objectives* to give the board time to review them and contact him with any questions. The work plan will be presented at the next board meeting.

4. Review Annual Calendar – Brad Clark distributed the proposed Board Calendar for 2019-20*. Pat Duke noted that there are spots each month for Strategic Plan updates. Megan Chuinard recommended moving the Elections to July each year so they take place after members are confirmed or added, which always occurs at the end of June. The Board all agreed to the calendar structure.

5. Election of Officers (Fiscal Year 2020) – This was agreed to be taken up at the July meeting.

6. Behavior Policies – The Board revisited the discussion from January regarding tethering of animals in front of the Library entrance. Neither the county nor city has code that addressed this specifically. The Board expressed concern that all people be treated equally, and agreed that staff discretion is needed to address this issue when it comes up. The Board is happy with the intent of the language presented and would like to see it in the larger context of the policies.

Staff suggest policy changes informally, typically via discussion. Pat will bring a list of policies to be reviewed to the next meeting.

7. Friends of the Library Report – Pat Duke reported that the Friends did not meet.

8. Foundation Report – Caroline Berry reminded everyone that the November 9 fall wine tasting event is in process. They are currently working on inviting wineries to participate.

They will hold an event with the Chamber of Commerce in October.

The spring event had set, and met, a number of goals, such as creating something simple and duplicable, attendance numbers, as well as tripling the money spent on the event.

9. Library District Advisory Committee Report – Megan Chuinard reported that the next meeting will take place on July 29. Pertinent documents will be shared via email in advance of the meeting when they are available.

10. Library Boards Comments to City Council – No special comments to be made. Counselor Susie Stevens shared that she is stepping down from her position on City Council.

NEW BUSINESS

Megan Chuinard brought up the upcoming Census and that there is talk around the capital of local libraries as resources around the state to help with the new online filing system. Megan will share her contacts with Pat, who will investigate how we might be asked to help.

ROUND ROBIN

The Board wished to express its gratitude to Susie Stevens for her years of service to the city as well as her participation with the Library Board. We wish her safe travels and look forward to seeing her around in the future.

Pat expressed his appreciation for Arlene Lobel who recently passed away, and had served the City of Wilsonville as the City Manager for many years. Her leadership and influence can be seen all around the city, and she was a big part of Wilsonville becoming the place it is today.

Meeting adjourned at 8:04 P.M.

The next regular scheduled meeting is July 24 at 6:30 P.M. in the Director's Conference Room at the Library.

Respectfully submitted,
Brad Clark
Board Secretary

***Copy available from Board Secretary**