

Draft: For Approval

**Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
September 25, 2019**

MEMBERS PRESENT: Megan Chuinard, Chair; Miriam Pinoli, Vice-Chair; Caroline Berry; Rich Dougall; Yasmin Ismail; Olivia Jensen, Youth Representative

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

Chair Megan Chuinard called the meeting to order at 6:39 P.M. in the Rose Room at the Library.

The Board approved minutes of the August 28, 2019 meeting as distributed.

ONGOING BUSINESS/CALENDAR ITEMS

1. Youth Services –Olivia Jensen reported that the teens had just wrapped up an afterschool event in the Teen Area of the library. Students were given an opportunity to experience the Virtual Reality system. While waiting, they watched the movie Ready Player One, based on the YA novel, on one screen in the teen area while the VR streamed on the other screen.

The Teen Advisory Board held elections for leadership positions at an August meeting. Olivia was elected as President, Aasha Patel as the Vice President, and Eleanor Marshall will serve as Event Host. The TAB reviewed summer events.

The Teen Area recently got all new signs to set it off from adjacent areas, to help with collection browsing, and to guide its use by all patrons.

2. Librarians Report – Pat Duke reported:

The LED Community Announcement Sign is moving forward with permits done, and the contracts being worked on for the electrical work to be put in place.

The Library of Things launched on September 16. All items are now available to be placed on hold in the catalog. Holds placed for pick-up at different libraries require report to be run so patrons can be contacted and given the choice to cancel or pick the items up at their home library. Soon the catalog will be updated so that this is no longer a problem. LoT items will have a separate line in statistics soon as well.

3. Strategic Plan – Pat Duke reported that, in submitting the Request for Proposals to the legal department, he was advised an RFP was not necessary for this project. He is currently identifying possible consultants for the work.

4. Policies and Procedures – Pat Duke reported that there was nothing new to review this month, but next month the Board will review policies surrounding sponsorship. Pat plans to email this out for review before the next meeting.

5. Annual Library Report – Pat Duke Shared the 2019 report* that would soon be going to the State Library. With it being nearly done, there had not yet been time for analysis. Board members were encouraged to review the report and email Pat if they had any questions. He will send out the final version when it is done.

6. Library Tour – The Board toured the Library of Things area where items are shelved for check out, and holds. They appreciated the display boxes showing off the items that were available for check out. The Teen Area was also toured to see the screens that had been installed a couple months earlier, the new signage, and the flexible use of space for programs.

7. Friends of the Library Report – Pat Duke reported that the Friends met, but he was unable to attend the meeting.

8. Foundation Report – Caroline Berry reported that the Foundation has two new board members, with interviews and interest from two additional people.

The Library Foundation will be hosting Wilsonville Chamber of Commerce’s “Spark” event at the Library on the morning of October 2.

Planning continues to go forward for the wine event on November 9th.

9. Library District Advisory Committee Report – Megan Chuinard reported that two LDAC task forces are currently being staffed by each city with expectations that both will be functioning by January.

Most discussion at the last LDAC meeting surrounded a proposed change of boundary area between Canby and Oregon City. A final conclusion was not found, but subcommittees will plan to prioritize discussion on boundaries and funding.

10. Library Boards Comments to City Council – The Library Board welcomed the new City Council Member Joann Linville, and would like to extend an invitation to attend a meeting in the future.

NEW BUSINESS - No New Business

ROUND ROBIN

Meeting adjourned at 8:10 P.M.

The next regular scheduled meeting is October 23 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**