

Present: Sharon Callen, Terry Huber, Maria Meneghin, Nancy Niland, Cliff Perigo, Anisha Adke
Staff Present: Bill Baars, Beverly Ross
Excused: Rick Slaven, Dave Short
Others: Mayor Kent Studebaker

The Library Advisory Board meeting was called to order by Vice Chair Maria Meneghin at 7:00 p.m. on April 9, 2014.

1. Call to Order and Roll Call

2. Introductions

None

3. Approval of Minutes – March 12, 2014

Terry Huber made a motion, seconded by Nancy Niland, to approve the minutes of the March 12, 2014 minutes. The motion passed unanimously.

4. Public Comment

None

5. Director's Report

Bill Baars gave the Director's Report:

- The Mountain Park book drop is in place and operational.
- A position of Library Assistant I in the Circulation Department has been vacant for over a year and is in the process of being filled. Baars said he wanted the new Library Manager, LeGrand Olsen, to be responsible for getting that position filled after he had an opportunity to manage the department for a while. This advertised position had 296 applicants.
- Circulation increased again in March and it has increased every month this fiscal year with the exception of February which was due to the snow event.
- The Library's new 3D printer has gotten a lot of interest. Librarian Todd Feinman will be a presenter at the Oregon Library Association Conference and he will demonstrate the printer. Feinman has been working with the schools, including an engineering teacher, who hopes students can have some of their work printed. Students will be able to send files of what they want printed to Feinman. The Library has given presentations several times which are open to the public.
- Baars and the managers have been working on updating Library policies. The Collection Development Policy has been completed and Baars will email it to the LAB for review. The Programs Policy is almost finished. These policies will be on the agenda next month for approval.
- Baars' direct supervisor, Assistant City Manager, David Donaldson, is leaving the City. He is taking the position of Vice President of Human Resources with the Woodland Park Zoo in Seattle. Baars said Donaldson has been a great supporter of the Library and will be missed.
- Much of the Clackamas County libraries' infrastructure is controlled by the County which uses a certain part of their budget for the operation of the Library Network. The County is required to provide automated library system and related telecommunications and technical support, courier services, administration, database management services, interlibrary loan services, interregional cooperative library planning, shared

online databases for public use, and internet services providing for member libraries. There have been issues in getting these requirements fulfilled and the County is working with the library directors in determining how improvements can be made. The network manager position will be open in mid-April and Laura Zentner, the Network Supervisor and the Clackamas County Human Resources Manager have appointed Baars to be involved in the interviews and hiring process for a new network manager.

- Before the Library District, county library funding was primarily circulation based and then changed to primarily population based. The District money is dedicated funding and is now distributed based on assessed property value at .39 cents per \$1,000. The funding from the Library District has made it possible for smaller libraries to now buy more material, improve their buildings, and hire more staff which in turn makes a stronger county library system for everyone.

6. Budget Update

Bill Baars gave the budget update:

- The Budget Committee had its first meeting on March 20 and it can be viewed online. The next meetings will be Tuesday, April 22, and Thursday, May 1, with public comment scheduled at the beginning and end of each meeting. The meetings are held in the Council Chambers at 6:00 p.m. and are televised.

7. Chair's Report

Vice Chair Maria Meneghin gave the Chair's Report in Rick Slaven's absence:

- Meneghin said that if LAB members have anything to say about the Library budget she encourages them to address the Budget Committee at these meetings. Mayor Studebaker said that a better way to address the committee would be to send an email, before the meetings, to the attention Dave Berg, Committee Chair, or to Kam Frederickson at City Hall.

8. LO Reads

Bill Baars gave the report on Lake Oswego Reads:

- The LO Reads Steering Committee continues to meet and work on a book selection for 2015. They are currently reading from a list of eight suggested titles. If anyone has a suggestion for a book, let Cyndie Glazer or Baars know. The criteria for a book selection are: promote a sense of community, have author available to speak, be for high school readers and older, be available in paperback, audiobook and ebook.

9. Council Update

Mayor Kent Studebaker gave a Council Update:

- The Boones Ferry Project Phase I includes the area from Reese Road to Madrona. Phase II is from Reese Road to Country Club Road. The estimate for Phase I is \$27 million. It is now in the process of design and engineering and city staff is contacting business owners in the area to get their input on the project. The intent of the project is to make the area safer and to move traffic better and give better access with perhaps more medians and turn lanes. Hopefully the plans will allow for a parking lot so people can park and walk to a business close by rather than relying on businesses to provide parking. The plan might call for wider sidewalks, bike lanes and turn lanes. With federal funds being used there will need to be compliance on certain requirements. The project is in the very early planning stages and it will be several years before it is started and several years before it is completed.
- Nick Bunick has submitted a proposed agreement to purchase the West End Building (WEB). The proposal is for purchase of the WEB property and a parcel next to it for \$20 million, with closing to be in four to five months. Studebaker is not optimistic that this agreement will work out as there are a lot of details to work out. The agreement does not preclude the City in going out to see if there is any other interest in the purchase of the property.

- There will be vacancies on the Parks and Recreation Advisory Board and the Development Review Commission.
- The lake access lawsuit is going forward.

10. Friends of the Library Update

Terry Huber gave the Friends Update:

- Stephanie Foster is a new member of the Friends Board.
- Current membership for the Friends is 492.
- Library grants for programs and materials in the amount of \$25,000 were approved at the Friends Board meeting held in March.
- The Friends are having a new bench built for the Library foyer. Huber and another Board member will meet with Baars and the carpenter to go over the specifications for the bench. This gift to the Library will have a plaque on it to commemorate the 60th anniversary of the Friends of the Library.
- The Booktique is busy with customers and with donations coming in. They are working on improving online sales for the more valuable books.

11. New Business

- Baars passed around the signup sheet for volunteers to work at the Library booth at the Farmer's Market this summer. Opening day for the Market is May 17 and the Library will have a booth there that day. Huber proposed that the Friends perhaps could sell some used books, such as children's, garden, and cookbooks at the booth.

10. Adjournment

The Library Advisory Board meeting adjourned at 7:50 p.m.

Respectfully submitted,
Beverly Ross
Recording Secretary