

Present: Rick Slaven, Sharon Callen, Terry Huber, Maria Meneghin, Nancy Niland, Cliff Perigo, David Short, Anisha Adke

Staff Present: Bill Baars, Cyndie Glazer, Beverly Ross

Others: Councilor Jeff Gudman

The Library Advisory Board meeting was called to order by Chair Rick Slaven at 7:00 p.m. on February 12, 2014.

**1. Call to Order and Roll Call**

**2. Introductions**

Chair Rick Slaven welcomed new LAB members Nancy Niland and Cliff Perigo. Introductions were made around the room.

**3. Approval of Minutes – November 13, 2013**

**Approval of Minutes – December 11, 2013**

Correction to December 11, 2013 minutes, New Business, last sentence should read *“They give a certain amount to charities and non-profits and selected the Library for this period’s donation.”*

**Approval of Minutes – January 8, 2014**

**David Short made a motion, seconded by Terry Huber, to approve the minutes of the November 13, 2013 meeting as submitted, to approve the minutes of the, December 11, 2013, as amended, and to approve the minutes of the January 8, 2014 meeting. The motion passed.**

**4. Public Comment**

None

**5. Director’s Report**

Bill Baars gave the Director's Report as follows:

- At the City Council meeting on Tuesday, February 18, David White will be awarded a Distinguished Service Award in honor of his service on the Library Advisory Board.
- Self portrait photos of William Stafford are hanging on the staircase walls next to selected poems. Librarian Todd Feinman worked on the photos to take out the scratches. Librarian Carissa Barrett created audio boxes placed under the poems and when the buttons on the boxes are pushed Stafford’s voice can be heard reading the poem.
- The snow caused the Library to close early on Thursday and early on Friday and all day Saturday and Sunday this past weekend. The City did a great job of clearing the snow from the parking lot by Monday morning and the Library opened on time.
- The Statistics Report shows that circulation is increasing. Baars referenced to a recent article that reports libraries being used more than ever. He will email this article to the Board.
- In regards to a possible Library presence in the Lake Grove area in conjunction with the redevelopment, Director Baars and Assistant City Manager, David Donaldson, walked along Boones Ferry Road to get an idea of what spaces might available for a Library station.
- The Library budget is due to submit to Finance by Friday. The City Council has assigned Budget Committee members to each of the City departments to shepherd them through the process. Craig Prosser has been assigned as the Library’s liaison. Baars has provided a great deal of information and statistics to

him which includes data available in State Library Reports. In making comparisons to other libraries of comparable circulation, LOPL has fewer FTEs. Baars believes this is because LOPL has a large number of volunteers.

- Friday the County library directors meet. They are concerned that the County is not giving the libraries the amount of Network support they should be according to the intergovernmental agreement (IGA).
- Staff member, Nancy Klinger, passed away in December. She was very active in the community and served for eight years on the School Board and will be greatly missed. As a way to honor Nancy an idea has been suggested of putting up a “chalk walk” outside or in the foyer.
- Meneghin asked that when the West End Building is sold can the books currently stored there be part of a Library presence in Lake Grove so these materials can be accessed. Baars said these materials are in the catalogue as storage items but staff retrieves them as needed. He stated that the size of a possible space in Lake Grove is yet to be determined. Meneghin said that these materials in storage could be considered a start for filling a Library station. Perigo suggested that materials that are withdrawn because of space could also be used in Lake Grove. Councilor Gudman said that the City Council supports finding alternate storage when the WEB is sold.

**Maria Meneghin made a motion, seconded by David Short, that the Library Advisory Board recommends in accordance to the City Council’s stated goal of “a community facility [including] library services...in Lake Grove in conjunction with the Boones Ferry project,” finding a space in Lake Grove that can also accommodate pageable stacks in conjunction with the Library’s public presence. The motion passed unanimously.**

In the motion, pageable stacks are defined as shelves of books that are not open to the public directly, but are arranged so library personnel can search and retrieve materials in storage that are listed in the public catalog. This allows patrons to use the entire library collection and pick up materials as they would a regular library hold.

## **6. Chair’s Report**

Rick Slaven gave the Chair's Report as follows:

- At the City Council Boards and Commissions Summit held on Tuesday, February 11, Slaven presented the LAB Annual Report of 2013, Goals for 2014 and Work Plan for 2014. Slaven and Baars had prepared a powerpoint but were unable to use it. On the powerpoint was information regarding Library funding. Slaven handed out to the LAB copies of three slides that were to be part of the powerpoint that didn’t get presented to the Council. They showed how much Library usage has increased since 1983, gave a graph showing the change in City funding to the Library since 2008 when the Library levy passed and gave a breakdown of Library extra funds. Without the visual, Slaven tried to verbally recap this information for the Council last night at the meeting. Slaven also wanted to share this important information with the Board for their understanding.

Slaven said he is not requesting that the Council increase the Library’s budget but he does not want the Library to be hurt by losing funds or FTEs. Councilor Gudman said that at the Council’s recent Goal Setting session all City departments were looked at and the Library was checked as leave alone. Meneghin suggested that the LAB have a presence at the Budget Committee meetings and speak up for the Library. Gudman said he does not see any support from the Budget Committee or City Council to make any changes to the Library.

## **7. Budget Overview**

The budget was discussed earlier.

**8. LO Reads**

Cyndie Glazer gave the report on Lake Oswego Reads as follows:

- This was the first time in the eight year history of LO Reads that events were cancelled. Four events were cancelled over the weekend because of the snow. Tomorrow night is the Kim Stafford talk at the LO High School. The LO Women's Club is providing a dessert buffet in the cafeteria just before the talk.
- On February 25 at 6:30 p.m. the Literary Landmark plaque from the American Library Association will be unveiled. The Friends of the Library sponsored this award and Glazer hopes LAB members will be able to attend. Following will be an event featuring Poet Laureate of Louisiana, Ava Leavell Haymon.

**9. Council Update**

Councilor Jeff Gudman gave a Council Update:

- Boones Ferry redevelopment is in the planning and engineering stages with construction hopefully beginning in 2015. After this is done there will be a parking structure planned. Gudman feels that a parking structure would be an ideal place for additional library services to be included in the design. He suggested that if the LAB agrees with this suggestion that they begin to advocate for it. He said possibly the \$914,000 Library Reserves and the \$1,000,000 County capital funds could go towards this project. He said the City Council has not talked formally about this idea of including the Library in the parking structure but he does know that a parking structure will be in the second phase planning and that would be a time for include design elements. A location for the parking structure has not been determined.
- The Council is moving forward with the Comprehensive Plan update. The sale of the West End Building has been sent back to the Planning Commission as zoning changes have been requested. The Council wants to know what plans Kensington, the potential buyer, has for the building before it is sold to them.

**10. New Business**

None

**11. Adjournment**

The Library Advisory Board meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Beverly Ross  
Recording Secretary