

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

Staff Present: LeGrand Olsen, Beverly Ross

Others: Mayor Kent Studebaker

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

1. Call to Order and Roll Call

2. Introductions

None

3. Approval of Minutes – February 12, 2014

Correction to February 12, 2014 minutes, Director’s Report, last bullet, second sentence should read *“Baars said these materials are in the catalogue as storage items but staff retrieves them as needed.”*

Maria Meneghin made a motion, seconded by Nancy Niland, to approve the minutes of the February 12, 2014 minutes, as amended. The motion passed unanimously.

4. Public Comment

None

5. Director’s Report

In Bill Baars’ absence, Library Manager LeGrand Olsen gave the Director's Report as follows:

- Olsen said Baars sends his regrets for missing the meeting. He is on vacation and returns to work next week.
- The City’s Budget Committee has its first public meeting scheduled for March 20 beginning at 6:00 p.m. at City Hall. Mayor Studebaker said this first meeting is an introductory meeting and the Budget Committee meetings will be televised this year.
- Retiring LAB member, Fred Baldwin, will receive a Distinguished Service Award at the City Council meeting on March 18.
- February circulation was down from the previous year. The cause of this drop was because of the snowy weather and also the Library was closed for 2 ½ days.
- Olsen has been working closely with Mountain Park Recreation Center in having a Library book drop installed there. The Director of the Center told Olsen that about 26% of Lake Oswego’s population resides in the Mountain Park area. Olsen said the box has been ordered and the concrete platform has been scheduled to be poured. He expects the drop to be operational by late April. Chair Slaven suggests that this new book drop be clearly marked as a Lake Oswego Library drop because it is close to the Multnomah County Library on Capital Hwy. and material from the wrong library could be deposited. Meneghin suggested that the Library publicize the new drop and put up a sign in the Library lobby when it ready to be used.
- Olsen verified with the LAB that they all received copies of the 2014 Adopted Council Policies and Goals that were distributed at the February 11 Boards and Commissions Summit sponsored by the City Council. Mayor Studebaker had asked that electronic copies of the document be sent to all board & commission

members so they could have them for reference. Ross had emailed this to the LAB and Olsen had copies to pass out.

- The HVAC fan that services the workroom was broken and was finally repaired after being down for a few weeks. Because access to the fan was difficult this was a complicated and costly fix.
- A change has been made to the LINCC courier deliveries. This courier service transports material each day back and forth between the libraries. The libraries had always filled large bags with material that became awkward and hard to stack. LINCC is now using crates which are much more efficient. Lake Oswego was averaging 35 bags per day and now the same amount of material is delivered in 25 crates per day. The courier schedule has been adjusted and Olsen is grateful that the volunteers who help with the courier deliveries were willing to adjust their work schedules.

6. Chair's Report

Rick Slaven gave the Chair's Report as follows:

- Last month the LAB passed a motion to be sent to the City Council: 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. Slaven said Baars had suggested that the LAB hold off sending this motion for a couple of months or until the City Council is reviewing the budget. Slaven said while he didn't disagree with Baars suggestion to hold off, he felt that he had an obligation to send it now as the LAB had passed this motion to send it now. Slaven has sent this to the City Council. Meneghin suggested that perhaps the Council could be reminded of this motion in the future.

7. LO Reads

LeGrand Olsen gave the report on Lake Oswego Reads as follows:

- LO Reads 2014 was a great success with over 9,000 people attending events which was a great turn-out considering that six events were canceled due to the weather.
- The Steering Committee meets on March 19 to recap the event and begin planning and choosing a book for 2015. Olsen invited the LAB to submit any suggestions that they might have for the next book.

8. Council Update

Mayor Kent Studebaker gave a Council Update:

- The sale of the West End Building to Kensington Investment Group has fallen through. Studebaker said that Kensington stated the reason was that the firm was unable to come up with a development plan that would work on the site. Studebaker said he felt that waiting for zoning changes and also neighborhood opposition caused them to rethink the purchase. He said he did not know if the City would go forward with zoning changes. The City will follow up on the public offer from Nick Bunick to purchase the property at full asking price with the idea of leasing back space to the City.
- The Wizer Block is on hold as the Evergreen Neighborhood submits a proposal that is more acceptable to the Development Review Commission (DRC).
- The Council has approved the Comprehensive Plan.
- Studebaker said he wanted to let the LAB know that the City Council is not trying to get rid of Advisory Boards and Commissions. He said the Boards and Commissions, not the City Council, need to decide if they feel their group is relevant. The reason Review of Boards was added to the Council goals was to determine how they could work together on common goals.

9. New Business

- As Friends of the LO Library President, Terry Huber said she was invited to attend a meeting at Wilsonville Library with other Clackamas County Library Friends groups with the idea of working together in starting a Friends of Clackamas County Libraries group. This group plans to meet quarterly and meet at different libraries throughout the system. They want to share fundraising ideas and other common goals.
- Slaven asked Huber if she would be willing to report to the LAB on the Friends each month, and Huber agreed.

Rick Slaven made a motion, seconded by David Short, to add a Friends Report to the LAB agenda each month. The motion passed unanimously.

- Huber said the Friends of the Library Wish List Committee will meet on March 18 to receive the grant requests from Library staff.
- Studebaker asked Huber about the amount of rent the Booktique pays. Huber said initially the rent paid to Providence was \$1 per year but because Providence no longer recognizes the Booktique as the type of charity they are able to support, the rent has risen to \$1,200 per month in recent years. Perigo asked if a Library presence does become part of the Lake Grove Project, could a place for the Booktique be included. Studebaker said that some sort of Library presence is being considered to include in Lake Grove but what has not been determined.
- Short said that holds at some other libraries are self serve, and self checkout. Callen said she understands that many holds at Lake Oswego are not picked up. Olsen said that starting in February; patrons are sent emails three days before their hold expires instead of sending an email after it expires. He said this hopefully will cut down on the holds left not picked up.

10. Adjournment

The Library Advisory Board meeting adjourned at 8:00 p.m.

Respectfully submitted,
Beverly Ross
Recording Secretary