

Present: Rick Slaven, Fred Baldwin, Sharon Callen, Terry Huber, Maria Meneghin, Anisha Adke
Staff Present: Bill Baars, Cyndie Glazer, Beverly Ross
Excused: Dave Short, David White

The Library Advisory Board meeting was called to order by Chair Rick Slaven at 7:05 p.m. on September 11, 2013.

1. Call to Order and Roll Call

2. Introductions

None

3. Approval of Minutes – June 13, 2013

Approval of Minutes – July 10, 2013

Approval of Minutes – August 14, 2013

Fred Baldwin made a motion, seconded by Maria Meneghin, to approve the minutes of the June 13, 2013, July 10, 2013 and August 14, 2013 meetings. The motion passed.

4. Public Comment

None

5. Director's Report

Bill Baars gave the Director's Report as follows:

- The format for the Monthly Statistics report has been revised to include more statistical information. It is a work in progress as staff continues to hone it. Baars did point out that circulation is up. He attributes this to the interest in ebooks waning and the trend that people are returning to the physical book. Maria Meneghin requested that the monthly circulation graph be returned to the report. She finds this graph very helpful when talking about the Library to the City Council, Budget Committee and others. She also requests that the fiscal year end report include the statistics for the yearly circulation and the yearly visitors going back to FY 2010-2011. Baars said the monthly circulation graph will be included in the next report. Slaven asked that the cumulative column for the circulation statistic have YTD (year to date) added before the date and FY (fiscal year) added after.
- The Unattended Children's Policy needs to be changed from "Children ages six through 9 must be accompanied by an adult in the Library building" to "...ages six through 10.." This change was recommended by the State Human Resources representative who presented a workshop at the Staff In-Service held in May. Baars asked the Board to approve this change.

Terry Huber made a motion, seconded by Fred Baldwin, to change the second sentence in the Library's Unattended Children's Policy's to "Children ages six through 10 must be accompanied by an adult in the Library building." The motion passed unanimously.

- Baars submitted a Proclamation to be presented by the City Council recognizing October 2013 as the 60th Anniversary of the establishment of the Friends of the Lake Oswego Public Library. The Proclamation acknowledges the significant role the Friends have played in the success of the Library and its programs and collections. Through the operation of the Booktique Bookstore the Friends have raised over \$1.6 million dollars for the Library. The Proclamation will be presented at the City Council meeting on

October 8. Baars hopes members of the LAB can attend the meeting.

6. Chair's Report

Rick Slaven gave the Chair's Report as follows:

- Slaven appreciated LeGrand Olsen giving the Director's Report at the August LAB meeting. Olsen did a great job and the LAB was pleased to meet him.

7. Lake Oswego Reads

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

- In the August 15 edition of the *Lake Oswego Review*, the 2014 selection for LO Reads was announced. The front page article was wonderful and in addition there was a great editorial written about the importance of the LO Reads program and praising the Library for the selection of LO Reads William Stafford which celebrates his importance to this community.
- The book *Ask Me: 100 Essential Poems* by William Stafford will be the book given away at the LO Reads Kick Off in January. The 1,000 copies that will be given away are expected to arrive in December at the Library even though the book will not be for sale until January.
- The Steering Committee met today and worked on the schedule of events. The Kick Off scheduled for January 7 is also the date of Dorothy Stafford's 97th birthday. She will be at the event along with her son, Kim Stafford. There will be music, books and birthday cake.
- Glazer went through the draft schedule. Many of the events planned are in partnership with Lewis and Clark College. There will also be events held at Marylhurst University, LO High School, Heritage House, as well as the Library and other places. Glazer thanked Slaven for his suggestion of the documentary *Every War has Two Losers*. The film will be shown at the Lakewood Center for the Arts on February 10 and the filmmaker will come in from San Francisco to speak that evening.
- The author presentation will be on February 13 at LO High School and will feature Kim Stafford.

8. New Business

- Meneghin reported that at the last City Council meeting the FAN Forrest Hills Neighborhood Association suggested that instead of selling the City owned property across from Stafford's previous residence that it be made into a Stafford memorial grove. This could be of interest in regards to LO Reads.
- With the possible sale of the West End Building, Meneghin asked about how the Library uses the WEB and what effect the sale would have on the Library. Baars reported that the Library has used the WEB for programming and it relies heavily upon the WEB for extensive storage of significant books and vital archival materials and the loss of this storage would be devastating. The Booktique also relies on the WEB for storage as well. The City has met with the School District to talk about the possibility of using the space at Uplands School to replace the WEB as other City departments will also be displaced with the sale of the WEB.

9. Adjournment

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

Respectfully submitted,
Beverly Ross
Recording Secretary