

City of St. Helens

Library Board

Minutes from Thursday, July 14, 2015

Columbia Center Auditorium

Members Present

Barbara Lines, Chair
An Der Chang
Casey Jolissaint
Vanessa Jones
Mary Ellen Funderburg
Nancy Herron

Members Absent

Marsha Caton

Guests

Councilors in Attendance

Susan Conn

Staff Present

Margaret Jeffries, Library Director



CALL MEETING TO ORDER: The meeting was called to order at 7:17 p.m. by Chair Barbara Lines.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: No public comment.

PREVIOUS MEETING MINUTES: Minutes approved with no change.

AGENDA REVISIONS: No revisions.

WELCOME OF NEW MEMBERS AND INTRODUCTIONS

REVIEW OF LIBRARY BOARD PROJECTS AND ACTIVITIES: Projects the Library Board has worked on include: updating the Board's Bylaws, creating a five-year plan for the Library, selecting books for Our Community Reads, selecting Oregon Humanities Conversation Projects for the Library to host, giving input on Library policies, implementing Food For Fines, giving input on the Library's hours, helping create Library Rules of Conduct, assisting with employee interviews, and presenting a yearly report of Library Board activity to City Council.

ELECTION OF CHAIR AND VICE-CHAIR: Postponed until August meeting.

DISCUSSION OF POSSIBLE CHANGE IN MEETING TIME: Director Jeffries proposed change the Library Board Meetings to the third Tuesday of each month. Member Jolissaint made a motion that the Library change its regularly scheduled meeting day from the third Thursday of the month to the third Tuesday of the month. The meeting time will remain 7:15 p.m. Member Funderburg seconded the motion. Motion passed unanimously. Secretary Woodruff will make the appropriate changes to the By-laws.

LIBRARY DIRECTOR'S REPORT: The LSTA grant will close at the end of June 2015. The report will be sent to the State Library by the end of July. The grant provided approximately \$60,000 per year for three years. The purpose of the grant was to extend services to citizens not currently being served by the Library. The target population was families with children 18 years or younger living outside the city limits of St. Helens, but inside the St. Helens School District. The funding from the grant provided new materials, cultural passes, Freegal, programs, Teen Gaming Nights, and performers.

Board Duties-Director Jeffries welcomed new Library Board Members and discussed upcoming responsibilities. This year the Board will work on creating a new five-year plan for the Library, working from the Oregon State Library Public Library Standards; the Board will form a sub-committee to investigate the pros and cons of becoming a Passport Library; the Board will also offer input on the selection of the 2016 Our Community Reads book.

Director Jeffries reviewed St. Helens Public Library Statistics from June 2014 and June 2015. Circulation numbers were higher in 2015, although the total number of Library users had decreased. More people came into the Library in 2015, however there were a higher number of program attendees in 2014 in part due to Big Rig Day, which explains the decrease in Library use in part.

FRIENDS' REPORT: There will be no July meeting.

The Crow's nest is currently empty of Friends' book donations.

The Little Free Libraries are being used.

COUNCILOR'S REPORT: City Councilors mentioned being excited the Library Board received as many applications for the open Board positions as they did.

NEXT MEETING:

The next regular meeting is scheduled for Tuesday, August 18, at 7:15 p.m. in the Auditorium.

Members need to bring all relevant materials to each meeting.

ADJOURNMENT:

The meeting was adjourned at 8:38 p.m. by Chair Lines.



Respectfully submitted by:

Library Director, Margaret Jeffries

2014-2015 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Bensen	Caton	Chang	Jolissaint	Lines	Mann	Woiccak
01/15/15	P	P	E	E	P	P	E
02/19/15	P	P	E	E	P	E	P
03/19/15	P	P	E	P	P	P	P
04/16/15	P	P	E	P	P	P	P
05/21/15	P	E	E	P	P	P	P
06/16/15	E	P	P	E	P	P	P
Date	Caton	Chang	Funderburg	Herron	Jolissaint	Jones	Lines
07/14/15	E	P	P	P	P	P	P
08/18/15							
09/17/15							
10/15/15							
11/19/15							
12/17/15							
01/21/16							
02/18/16							