

City of St. Helens
Library Board
Minutes from Tuesday, August 16, 2016
Columbia Center Auditorium

Members Present

Barbara Lines
Marsha Caton, Past-Chair
Mary Ellen Funderburg, Vice-Chair
Patty James

Councilors in Attendance

Susan Conn

Staff Present

Margaret Jeffries, Library Director
Nicole Woodruff, Library Secretary

Members Absent

Eloise Bates
Nancy Herron, Chair
Melisa Gaelrun-Maggi

Guests

An Der Chang



CALL MEETING TO ORDER: The meeting was called to order at 7:24 p.m. by Chair Marsha Caton.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: No public comment.

PREVIOUS MEETING MINUTES: Minutes approved with no corrections.

AGENDA REVISIONS: No change.

STRATEGIC PLANNING WORKING SESSION: Reviewed Planning Timeline and suggested moving up the date to mail the invitations to the planning workshop. The Board is concerned waiting to send invitations for the workshop might be problematic in that prospective attendees may book other activities for the day if not given enough notice. Also, discussed the dates Consultant Penny Hummel will be attending Board Meetings.

Director Jeffries is in contact with the St. Helens School District superintendent to confirm the date of the focus group with district staff.

Board spent the remaining time in the meeting identifying which members would contact individual community stakeholders.

Director Jeffries will create a script to use when contacting stakeholders and Secretary Woodruff will email the script and a save-the-date card template to each Board Member.

COUNCILOR'S REPORT: N/A

FRIENDS' REPORT: N/A

NEXT MEETING: The next regular meeting will be for Tuesday, September 20, 2016 at 7:15 p.m. in the Columbia Center Auditorium.

Members need to bring all relevant materials to each meeting.

ADJOURNMENT:

Chair Caton adjourned the meeting at 9:02 p.m.

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Respectfully submitted by:

Library Board Secretary, Nicole Woodruff

2016-2017 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Bates	Caton	Funderburg	Gaelrun-Maggi	Herron	James	Lines
07/19/16	E	P	P	P	P	P	P
08/16/16	E	P	P	E	E	P	P
09/20/16							
10/18/2016							
11/15/2016							
12/13/2016							
01/17/2017							
02/21/2017							
03/21/2017							
04/18/2017							
05/16/2017							
06/20/2017							
Date							
07/18/2017							
08/15/2017							
09/19/2017							
10/17/2017							