

City of St. Helens
Library Board
Minutes from Tuesday, October 18, 2016
Columbia Center Auditorium

Members Present

Nancy Herron, Chair
Melisa Gaelrun-Maggi
Barbara Lines
Marsha Caton, Past-Chair

Members Absent

Mary Ellen Funderburg, Vice-Chair
Patty James

Guests

Penny Hummel (phone)

Councilors in Attendance

Staff Present

Margaret Jeffries, Library Director
Nicole Woodruff, Library Secretary

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CALL MEETING TO ORDER: The meeting was called to order at 7:22 p.m. by Chair Nancy Herron.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: No public comment.

PREVIOUS MEETING MINUTES: N/A

AGENDA REVISIONS: No change.

STRATEGIC PLANNING WORKING SESSION: Discussed the final agenda for the strategic planning meeting with consultant Penny Hummel, as well as the timeline for approving and implementing the plan to be drafted after the retreat. Board members and staff were assigned tasks and roles leading up to the meeting as well as at the meeting.

The Board discussed how many invitees had responded and how to proceed with follow-up calls.

The Board also went over the logistics of the planning meeting.

Director Jeffries and Chair Herron shared their presentations for the planning meeting.

On October 19, 2016 Hummel will facilitate a staff focus group to solicit their input for the strategic plan.

COUNCILOR'S REPORT: N/A

FRIENDS' REPORT: N/A

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

Members need to bring all relevant materials to each meeting.

ADJOURNMENT:

Chair Herron adjourned the meeting at 8:55 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	E	P	E	P	P	P	P
10/18/2016	E	P	E	P	P	E	P
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							