

City of St. Helens  
***Library Board***  
**Minutes from Tuesday, June 20, 2017**  
Columbia Center Auditorium

**Members Present**

Nancy Herron, Chair  
Mary Ellen Funderburg, Vice-Chair  
Heather Anderson-Bibler  
Amanda Heynemann  
Melisa Gaelrun-Maggi  
Marsha Caton, Past-Chair

**Members Absent**

Barbara Lines  
Leanne Murray

**Guests**

**Councilors in Attendance**

Susan Conn

**Staff Present**

Margaret Jeffries, Library Director  
Nicole Woodruff, Library Secretary



**CALL MEETING TO ORDER:** The meeting was called to order at 7:24 p.m. by Chair Nancy Herron.

**INVITATION TO CITIZENS FOR PUBLIC COMMENT:** No public comment.

**PREVIOUS MEETING MINUTES:** Minutes approved as written.

**VOTE FOR BOARD MEMBERS' TERM RENEWALS:** Terms for members Lines and Anderson-Bibler expire June 30, 2017. Both members are eligible to serve another term. Vice-Chair Funderburg moved to approve Lines and Anderson-Bibler for a new term. The Board voted unanimously to approve the motion.

**REPORT FROM WORKING GROUPS:**

- **FACILITIES** – The facilities group is going to the Wilsonville Public Library on Tuesday, June 27. The group will also plan a meeting with the architects. Councilor Conn would like to be included in the meeting.

Director Jeffries spoke with the Columbia Learning Center about signs for the building. The need to rethink how storage space in the building was currently being used was also part of the discussion. Jeffries stated that the Library and

the Friends of the Library would need to be more selective about what should be stored for future use.

The facilities group will schedule a meeting to determine what building necessities should be included in plans for an expansion of the Library.

COMMUNITY PARTNERS – Director Jeffries will give the community partners group a list of past and current partnerships. The group has also been tasked with identifying if any organizations in the community are involved with providing adult literacy assistance.

The facilities group will schedule a meeting for a date in July.

ACCESS – The library access group is planning to present proposed changes to the Library fines and fees schedule to City Council in September.

COMMUNICATIONS – The communications group met and reviewed the City's media policy and is planning to build a case for in-house control of social media communications.

#### **CALENDAR – FUTURE BOARD MEETINGS:**

- The September 2017 Library Board meeting will be moved from Tuesday, September 19, 2017 to Monday, September 18, 2017.
- The November 2017 Library Board meeting will be moved from Tuesday, November 21, 2017 to Tuesday, November 14, 2017.
- The December 2017 Library Board meeting will be moved from Tuesday, December 19, 2017 to Tuesday, December 12, 2017.

The meeting times will remain 7:15 p.m. and the location of the meetings will remain the Columbia Center Auditorium.

**LIBRARY DIRECTOR REPORT:** Stats will be on the Library Board agenda quarterly, starting July 2017.

Director Jeffries and Reference Librarian Herren-Kenaga have been researching the cost/benefit of installing patron counters on the exterior doors of the building.

Reference Librarian Herren-Kenaga was selected to be a member of The Statewide Database Licensing Advisory Committee (SDLAC). Herren-Kenaga's position represents public libraries serving fewer than 25,000 patrons. During her tenure, the committee will be evaluating RFPs of database packages paid for by the State of Oregon Library's budget for the coming fiscal year.

Youth Librarian Kolderup will attend the annual summer American Library Association meeting as part of her YALSA Board membership. The meeting will conclude her term.

The Summer Reading Program started on June 19, 2017.

Upcoming programs-

- International Day of Yoga on June 21 at 5:15 p.m.
- Fiber Fanatics – As a result of the Library's World Wide Knit in Public Day program, the Library will now host a weekly group for individuals who work with yarn and fiber. They will meet in the Armstrong Room on Thursdays from 10-12 through the summer, and if there is strong interest, into the fall.
- Civics for Adults – This is a series of four workshops about enhancing civic knowledge and inspiring political engagement. The first workshop will be on Thursday, September 21, 2017 at 7:00 p.m.
- The Space Between Us – This is a Conversation Project Program about refugees and immigrants in Oregon and will take place Tuesday, August 8, 2017 at 7:00 p.m.
- The Rollin' on the River program generated a lot of interest. Director Jeffries would like to identify other similar subjects for future program ideas.

**COUNCILOR'S REPORT:** N/A

**FRIENDS' REPORT:** N/A

**BOARD MEMBER COMMENTS:** Chair Herron suggested either using existing reader boards on the highway or the possibility of the Library having its own reader board as a way to communicate with citizens about Library events.

**SUMMARIZE ACTION ITEMS:**

- Before the July meeting the facilities group, library access group, and community partners group will try to schedule times to meet.
- Director Jeffries will create a current list of community partners by July 4, 2017.

**NEXT MEETING:** The next regularly scheduled meeting will be Tuesday, July 18, 2017 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 9:06 p.m.

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Respectfully submitted by:

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Library Board Secretary, Nicole Woodruff

## 2016-2017 Library Board Attendance Record

*P=Present E=Excused Absence U=Unexcused Absence*

Date	Anderson-Bibler	Caton	Funderburg	Gaelrun-Maggi	Herron	Heynemann	Lines	Murray
03/21/2017	P	E	P	E	P	P	P	P
04/18/2017	P	P	P	P	P	P	P	P
05/16/2017	P	P	P	P	E	P	P	P
06/20/2017	P	P	P	P	P	P	E	E
Date								
07/18/2017								
08/15/2017								
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