

# HERMISTON LIBRARY BOARD

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Regular Meeting

January 25, 2023

## **Call to Order**

The meeting was called to order at 5:01 pm by Chair Casey Hinkley, with Lori Davis, Lisa Depew, and Erick Peterson present to form a quorum. Also present was Library Director Mark Rose.

## **Reading of Minutes**

- A. Minutes, October 26, 2022
- B. Minutes, November 30, 2022
- C. There was no December Meeting

The minutes were approved as written.

## **Public Comment**

## **Unfinished Business**

- A. Calendar for 2023

The calendar for 2023 is different in that Christmas eve and New Years eve fall on a Sunday in 2023, these are days that the library typically closes early. The Board Meeting date for March is the 5 Wednesday rather than the 4<sup>th</sup>, this accommodates a known absence of a board member.

The Calendar was approved as published.

## **New Business**

## **Librarians Report**

- A. Mr. Rose has prepared evaluations for staff and will begin scheduling one on one meetings with each before the end of the month if possible.
- B. Mr. Rose discussed the acquisition of 2 new services to help improve library operations. Library IQ is a service that can assist in collecting information from the Sage system, materials and patron information. It is hoped that the collection of library work statistics will be robust enough to reduce the dependence on excel spreadsheet statistics collections, it was noted that this can become quite convoluted and prone to problems. The other service is Niche Academy, a training product for both staff and the public. A more standard training opportunity for staff is envisioned. For the public the ability to know that quick training on electronic resources is available will increase use of those resources.
- C. Mr. Rose presented a list of all Library policies approved by the Library Board. Best practices ask that policies be updated every 2 to 3 years. Policies

beyond that timeframe were highlighted. A few of the policies may be rescinded if the City has created an ordinance addressing the issue, those that will be reviewed for this condition are Patron Behavior and Fines and Fees. The Board indicated that Mr. Rose should proceed at his discretion in updating policies in a timely manner.

- D. The number of incidents with the homeless has increased, the police have been called a number of times on these kinds of issues. Staff are having to adjust and become more diligent in posting and enforcing rules that have long been in place. The city has had an increase in these issues, they are preparing a new city ordinance to address the problem. The new ordinance will likely apply to the Library as well, I have already offered my issues, and staff are also preparing a list of issues they see with the proposed code.
- E. 2nd Quarter Statistical Report – Mr. Rose reviewed the report line by line. The reduction in circulation by 6.8% continues to be a concern. Staff feel that the increased presence of the homeless may be impacting that number, other factors on the report show increasing strength. Volunteer hours are returning to the report with the absence of COVID restrictions. Program numbers and attendance are showing a marked increase and budgetary spending is in good shape.

### **Other Matters to come before the board**

#### **Adjournment**

The meeting adjourned at 5:51 pm.

#### **Next Meeting**

February 22, 2023, 5:00 pm in the Library Meeting Room