

Library Advisory Board Minutes
April 9, 2020

The meeting was called to order by Vice Chair, Charlene Adams at 4:37pm. Roll call was taken; Present at the meeting Charlene Adams, Brittany Donnell, Don Hopkins and Rose Peda. Kevin Hill was on the meeting but had some technical difficulties which were resolved with the assistance of Brandon Neish. Eva Journey had a family emergency; the Board voted unanimously to excuse her absence.

Motion to approval the minutes from the February 13, 2020 meeting was made by Don Hopkins and seconded by Brittany Donnell. The vote to approve the minutes was unanimous.

There were no minutes from the March 19, 2020 meeting due to cancellation because of COVID-19 closure.

The Board reviewed the expenditures for the month of March. The Internal Service Fund was reviewed by the Library Board.

The Board reviewed the statistics for the month of March.

The Library received a grant from Trust Management Services in the amount of \$9,743. Furniture for the Teen and Children's room will be purchased from the grant. When the Library reopens, the Library will look very different.

Rose reported on staff activities while the library is closed. Staff are doing collection development with children's nonfiction, cleaning up DVDs and Music CDs.

Update on the summer reading program was provided. Rose stated that staff are continuing to work on ideas that will comply with the Governor's Executive Orders. Rose has been in discussion with Tyler Reece from the Boys and Girls Club.

Motion made by Don Hopkins to waive all fines and nonresident library card fees for teens and children during the summer. Kevin Hill seconded the motion. The vote was unanimous.

Rose asked Board members to send dates they could meet with FFA Architects to discuss the final report of the Library Needs Assessment. Rose, Joy Kistner and Larry Horton went to Monroe, Oregon to talk with staff about their library building including funding and construction. The Monroe Library is built from all wood and includes a historic train depot. Rose and Joy went to Cornelius, Oregon to talk with staff about their very unusual library building. The Cornelius Public Library was constructed with senior housing on top.

The upcoming Budget Meeting dates and process were discussed.

Rose discussed the Library's curbside delivery and the disinfecting and quarantining of returning items. Staff are adhering to the Governor's Executive Order and practicing social distancing, washing hands frequently.

City Manager, Ray Towry has instituted a spending freeze and asked staff to place a hold on all non-essential items without lowering the level or standard of service we provide to the public. Rose informed all our vendors and we will not be receiving new books, DVDs, Books on CD until this is lifted.

The meeting was adjourned.

Next meeting is scheduled for May 14, 2020 at 4:30pm