

BANKS PUBLIC LIBRARY BOARD MEETING

Meeting Minutes – Tuesday, November 17, 2015

Attending: Ann Witkowski, Linda Lybecker, JoAnn Pari-Mueller, Pete Edison and Marion Steinbach

Staff: Denise Holmes

Absent: Lynda Goovaerts

Call to order: 6:38PM

Roll Call: attendees declared presence

Welcome & Introduction: all welcomed

Appearance of interested citizens/guest: None

Changes or Additions to agenda: none

APPROVAL OF MINUTES: JoAnn Pari-Mueller made a motion to approve the minutes of the September 15, 2015 meeting, Marion Steinbach seconded, all approved.

OLD BUSINESS

Linda Lybecker welcomed as a new Banks Library Board member!

Library Expansion Update –

- Grant status:
 - Ford Family Foundation- grant submitted, site visit scheduled for December 9; Ford will review with their Board in February
 - Collins- grant submitted; no site visit expected; scheduled for board review in February
 - Other grant submissions planned: Oregon Community Foundation, PGE Foundation, Swindells
- In Progress & upcoming 2015 fundraising activities: Holiday Pie sales- 126 pies ordered to date; Family game night raffle- at library- to be awarded at Cemetery dinner; Tree Lighting ceremony- Nov 29; Cemetery Dinner- Dec 5; Barnes & Noble book fair & gift wrapping- Dec 12 & 13
- Community funds raised so far (pledges & received, including Gain Share Fund): \$268.5K
- Denise spoke with the architect to review current construction costs- recent market estimates increased by ~20%

NEW BUSINESS

Planning for FY16/17 Budget

- Passage of levy is great news; Need to review patron input and overall library priorities to determine how best to allocate funds
- Still expecting flat budget relative to prior year

REPORTS

City Report – Pete Edison

- Bicycle/Pedestrian/Parking Plan adopted; Part of overall Downtown Master Plan in progress
- Expecting West Hills to file for new sub-division in Nov/Dec; 38 homes with ground breaking in summer 2016
- City hired consultant to develop transportation SDC (System Development Charge)
- Economic Development Commission has been formed; not approved by council yet

Executive Report – Denise Holmes

- Next meeting Nov 18
- Expected to discuss levy fund distribution

Directors Report – Denise Holmes

- Next Directors meeting Nov 18; Reorganizing meeting agendas and topics. “Important conversations” meeting scheduled as separate from December 10th regular meeting. Key topics

will be: How we reach consensus; what do all libraries need to do the same way for consistency of patron experience vs. what are the areas where 'local option' is OK.

- Banks Library looking for on-call library assistant; need someone with WCCLS and Polaris experience; struggling to cover weekends with smaller staff available

Friends Report – Denise Holmes

- Next meeting Nov 18
- Cemetery Dinner December 5, 2015.
- Barnes and Noble gift wrapping and book fair, December 12-13, 2015.
- Friends member offered \$1K in community room funds which were quickly matched!

Round Table Discussion

- Discussed potential strategic planning session to be held in Spring 2016
 - Linda L. has experience facilitating sessions for other libraries and recommended including community stakeholders in addition to Board, Staff and City members
 - Session will be timely to review how best to spend levy funds and planning/policies for new community room

Meeting adjourned – 7:40 PM

Next meeting –Tuesday, December 15, 2015, City Hall, 6:30PM.

Minutes respectfully submitted by Ann Witkowski and Denise Holmes