

## **BANKS PUBLIC LIBRARY BOARD**

Meeting Minutes – Thursday, February 17, 2015

**Attending:** Marion Steinbach, Ann Witkowski, JoAnn Pari-Mueller Michelle Winter and Lynda Goovaerts

**Absent** –Pete Edison

**Staff:** Denise Holmes

**Call to order** – 6:38 PM

**Roll Call** - attendees declared presence

**Welcome & Introduction** – all welcomed

**Appearance of interested citizens** – none

**Changes or Additions to agenda** – none

**APPROVAL OF MINUTES**– Ann Witkowski moved that the minutes of January 15, 2015 meeting be approved, Michelle Winter seconded the motion, passed unanimously.

### **OLD BUSINESS**

#### **Library Expansion Update –**

- Ann and Lynda gave update of last meeting. It was reported that committees were forming, meeting and getting organized. Lynda and JoAnn gave a report to capital campaign committee on meeting with Collen Winters, Forest Grove Library Director and her experience with Forest Grove Library capital campaign.
- Next Steering Committee meeting Thursday, March 5, 2015, City Hall, 6:30PM.
- Fundraising Training Wednesday, March 11, 2015, City Hall, 6:00PM.

#### **Mission Statement -**

- Board decided to table until next meeting.

#### **OLA Standards –**

- Discussed Section F on Advocacy; next meeting - Section G on Facilities.

#### **Library Budget**

- Denise reported that she was working with City Manager, Jolynn Becker, on budget numbers. While funding is flat and there are cost increases, there are very few places where cuts can be made that will not require reduction in services, hours or personnel.

### **NEW BUSINESS**- none

#### **City Report** – (reported by Denise Holmes)

- Water leaks – currently fixing major leaks, discovered possible leaks in main transmission line. City increasing change-outs of older water meters as they may also be a factor in the leaks.
- Draft of Events Manual updates reviewed.
- City and county insurance presentation/training.
- Various ordinances discussed.

#### **Executive Report –**

- Reimbursement formula committee presentation – decision in April.
- Denise and Jolynn advocated for increased funds from county funds adjustment.
- Hopeful that small libraries will get additional increase to adjust for shortfall in last levy cycle.

#### **Directors Report –**

- Campbell-Delong survey completed. Results were 65%-75% positive for .22-.23 cents on levy.
- Next meeting break down of funds presented.

#### **Friends Report –**

- Expansion discussion
- Making plans for Plant and Book sale May 9-10, 2015. Some highlights: members will be able to shop early on Friday, May 9, \$1 coupon in water bills and membership promotion during the Sale.

**Meeting adjourned – 7:42PM**

**Next meeting –Tuesday, March 17, 2015, City Hall.**

Minutes respectfully submitted by,  
Lynda Goovaerts and Denise Holmes