

BANKS PUBLIC LIBRARY BOARD MEETING

Meeting Minutes – Tuesday March 15, 2016

Attending: Ann Witkowski, Marion Steinbach, Linda Lybecker, Pete Edison

Absent and Excused: Lynda Goovaerts, JoAnn Pari-Mueller **Staff:** Denise Holmes

Appearance of interested citizens: none

Call to order: 6:34 pm

CHANGES OR ADDITIONS TO THE AGENDA: none

APPROVAL OF MINUTES: Ann Witkowski made a motion to approve the minutes of the February 16, 2016 meeting, Linda Lybecker seconded, all approved.

OLD BUSINESS:

- FY 16/17 Budget update: Denise Holmes distributed current planned budget numbers and answered questions. She reported a windfall amount of \$48,800 will be received this May from the County due to unanticipated revenues from Intel and increases in the assessed value of property. WCCLS management asks that the windfall money be spent on “outward facing” items and that the funds be spent by the end of calendar year 2017. Holmes plans to set aside \$25,000 for possible furnishings and equipment for the community room.
- Library expansion update: Oregon Community Foundation visited the Library in the past week as part of a site visit. The report from that visit will go to the OCF Board as they review the funding request in either May or June. PGE has turned down our funding request. Private community donations are \$25,000 short of the goal and Ann Witkowski reported that a fund raising event is planned for June 11 at David Hill Winery.
- Strategic planning process: Denise Holmes distributed a sheet with the community segments captured in the brainstorming at the last Board meeting. Scheduling of the process was discussed with the consensus that a final decision will wait until we know when the construction process will begin. Denise Holmes hopes that construction of a building shell will be finished by the end of October. Construction of the community room space in progress may inform the strategic planning priorities. Potentially, the planning meetings may be held in September and October, 2016.
- Joint meeting with North Plains Library Board will be held on Wednesday April 20th at the North Plains Library beginning at 7:00 pm. This meeting is instead of the regular meeting on April 19th. One topic will be the results of North Plains Library strategic planning process.

NEW BUSINESS:

- Review of the Material selection policy will be on the May 17, 2016 meeting agenda.

REPORTS:

- **City** - At the City Council meeting Mark Ward received the City’s Citizenship award. There will be a levy on the ballot in the May election for replacement of emergency equipment for the Washington County Consolidated Communications Agency.

REPORTS: (continued)

- **Executive Board** -Washington County Cooperative Library Services Executive Board agreed to distribute "Pool Two" funds as recommended by the Library Directors and approved the central services budget request. More funding for e-books and for purchase of multiple copies of bestsellers will be available in the next year.
- **Directors** - Denise Holmes reports that the City Council approved the planned "Fines for Food" campaign planned for National Library Week, April 10-16. City ordinances are in the process of being edited and updated for consistency within the Boards and Commissions of the City. She distributed a copy of the changes proposed for the Library Board section for the Board members to review.
- **Friends** - The Friends of the Banks Public Library will hold a their annual Plant and Book Sale on May 6 & 7 at Schlegel Hall.

The meeting was adjourned at 8:24 pm.

Minutes respectfully submitted by, Linda Lybecker and Denise Holmes