



**Banks Public Library Board Meeting
Tuesday, March 06, 2018
Banks Public Library – Jane Moore Community Room
42461 NW Market Street
Banks, OR 97106**

Meeting Minutes

CALL TO ORDER AT 6:34PM AND DECLARATION OF QUORUM

In Attendance – Denise Holmes, Ann Witkowski, Linda Lybecker, Lynda Goovaerts, Michael Nelson and JoAnn Pari-Mueller

APPEARANCE OF INTERESTED CITIZENS: none

CHANGES OR ADDITIONS TO THE AGENDA: none

APPROVAL OF MINUTES

1. Minutes of the Library Board Meeting – Ann Witkowski made a motion to approve minutes of January 16, 2018 meeting, Linda Lybecker seconded, all approved.

OLD BUSINESS

2. Strategic Planning – Meetings will be pushed backed due to Dana’s retirement, etc. It was decided by the Board to defer until September/October. Denise Holmes will continue to work on recruiting participants.
3. Inclusion and Diversity Policy – Policy was discussed, some rewording done and Denise Holmes will send to City Attorney for approval.
4. Budget Review – A rough draft was presented by Denise Holmes. Some key points made were- Pool 1 distribution will be awarded along with Jump Start funding; Pool 2 distribution allocation was based on a 4.5% increase of assessed value over 2016; Grants will be an element of funding for youth-focused and other programs. The goal is also to have funding for educational/family programs. Denise Holmes will have supplemental documentation ready if needed for April 14th budget meeting as she will not be able to attend.

NEW BUSINESS - none

REPORTS

5. City Report – Mayor, Pete Edison delivered State of the City Speech; Council awarded a certificate of appreciation to Doug Hixson; declared National Fix-A-Leak week. Ordinances adopted included: \$1.87 surcharge from Swatco for recycling. Agreed to the concept of prohibiting commercial trucks on Market Street except for local deliveries due to the narrow street. Council reviewed a letter from a citizen requesting forgiveness of high water bill and voted not to forgive. Will Moore was appointed to the Economic Development Commission.
6. Executive Board Report – WCCLS budget for Fiscal Year 2018-19 was approved. A celebration was held for retirement of WCCLS Director Eva Calgano at Hillsboro Cultural Center. The recruitment for Eva’s replacement did not yield a suitable candidate; Lisa Tattersall has been named the Interim Manager. A decision will be made in 4-6 months as to next steps.

7. Directors Report – Working on budget; Toddler Time started February 22; Dana's retirement party will be on Wednesday, March 28; Recruitment for Dana's replacement has begun. WCCLS Courier has completed relocation to its new facility; Automated Materials Handling equipment has been installed and is being tested. Roll-out to libraries begins on March 19th. Still waiting on Comcast for data connection to the weather station.
8. Friends Report – Thank you party was successful. Raise a Glass III will be held on July 7 and planning is currently underway. It was suggested that Friends should emphasize specific funding and program support goals as reasons for holding another auction. The Friends currently support OBOB book expansion, preschool story time and summer reading.

COMMITTEE ROUND TABLE DISCUSSION – Jenna Kisor of BCF wants to develop a farmers market and looking for funds. Union Point Cemetery will be creating a holiday bazaar as a fundraiser.

ADJOURN – meeting adjourned at 7:37PM

Next Library Board Meeting – Tuesday April 17, 2018, 6:30 pm, Jane Moore Community Room
Agenda Items for Next Meeting:

Denise Holmes