



**Banks Public Library Board Meeting
Tuesday, October 15, 2019
Banks Public Library – Jane Moore Community Room
42461 NW Market Street
Banks, OR 97106**

Meeting Minutes

CALL TO ORDER AT 7:16 PM AND DECLARATION OF QUORUM

In Attendance – Denise Holmes, Linda Lybecker, Elaine Goldman, Michael Nelson, Bobbie Gregg and Ann Witkowski

Excused Absent: Lynda Goovaerts

APPEARANCE OF INTERESTED CITIZENS: None

CHANGES OR ADDITIONS TO THE AGENDA: No changes or additions

APPROVAL OF MINUTES

1. Minutes of the Library Board Meeting- June 18, 2019 – Ann made a motion to approve, Michael seconded. Minutes approved as written.

OLD BUSINESS

2. **Policy Revision Status Update-** Community Room Use and Gift and Donation Policies approved by City Council July 9. Library Rules of Conduct Policy approved by City Council September 10. Denise also reported that she updated the Guidelines for Internet Use Document effective August 1. Denise is targeting January 2020 to have all patron policies available on the Library section of the Banks City Website.

NEW BUSINESS

3. **Circulation Policy-** this policy is primarily governed by WCCLS policy. Denise reviewed recommended edits and addressed clarifying questions. Linda motioned that the policy be approved as revised and sent on to the City Attorney and City Council for review and approval. Ann seconded the motion and Board unanimously approved.
4. **Material Selection Policy-** the Board reviewed recommended edits to Policy document, including Request for Reconsideration Form. Elaine motioned that the policy be approved as revised and sent on to the City Attorney and City Council for review and approval. Bobbie seconded the motion and Board unanimously approved.

REPORTS

5. **City Report** – Michael reported on several items from October 8th City Council meeting:
 - **US 2020 Census-** presentation by representative from Census on process and timeline
 - **Public Hearing on Park User fee-** with City taking on maintenance of Greenville Park, funds to maintain the park had been expected to come from the current HOA in the near term and by monies from a park levy in the longer term. An alternate proposal discussed was to add a \$4-\$5/month charge to City residential customer water bills. The majority
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- favored the alternate proposal. The City Attorney will review and revisit the prior HOA contract in light of this proposed change in plan.
 - **Noise ordinance-** previous City noise ordinance called for no noise in residential areas after 6pm. County noise ordinance is 10pm. The City agreed to align with the County.
6. **Executive Board Report** – Denise reported on the latest Board activities. A Library local option levy is planned for May 2020. WCCLS will not be increasing the levy amount requested last round, so the rate will remain at 22 cents per thousand. A marketing firm will conduct a survey prior to the levy to contact a sampling of patrons to get their feedback. Levy messaging will be crafted based on what those surveyed felt were the most compelling reasons for support of the libraries and the levy.
7. **Directors Report** – Denise discussed several topics:
- Banks Library Activity Summary 2018-2019- update shows increased patron use of the Library in several areas, in particular programs associated with the JMCR. Susan's role driving program development is yielding some great results.
 - Financial reports for the year to date were distributed.
 - WCCLS- Timeline of Levy, Governance & Funding Discussions
 - WCCLS Strategic Direction FY20-22- nice one page document which will help provide guidance to member libraries
8. **Friends Report** – October book sale netted >\$900; Bites night- around \$250; Plans underway for Pie Sale for Thanksgiving holiday.

COMMITTEE ROUND TABLE DISCUSSION – no items

ADJOURN – meeting adjourned at 8:45 PM

Denise Holmes

Minutes submitted by Ann Witkowski and Denise Holmes

Next Library Board Meeting – Tuesday November 19, 7pm, Jane Moore Community Room