



**Banks Public Library Board Meeting
Tuesday, November 19, 2019
Banks Public Library – Jane Moore Community Room
42461 NW Market Street
Banks, OR 97106**

Meeting Minutes

CALL TO ORDER AT 7:00PM AND DECLARATION OF QUORUM

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

Excused Absent: None

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- October 15, 2019 – Lynda made a motion to approve, Linda seconded. Minutes approved as written.

OLD BUSINESS

2. **Policy Revision Status Update**-The City Attorney has completed a review of the Circulation and Material Selection policies and suggested a few minor changes to both. Elaine also provided some suggested edits to the Circulation policy. Both policies will be going to the City Council for review at the December meeting. Denise recommends that the Board tackle the Display and Exhibit Policy next as the Friends are moving forward with the purchase of hardware for displaying items.
3. **Next Meeting Date**- the Board agreed to not hold a meeting in December and hold the next meeting on January 21, 2020.

NEW BUSINESS

4. **Strategic Plan Review**- Denise reviewed the progress documented in our Strategic Planning Activity sheets for our top 3 goals: Connect to your Community, Stimulate Imagination & Create Young Readers. Good progress is being made with many programs and initiatives in place. There were a couple of topics discussed in more detail:
 - Has the lower rate for Community Room rental made a difference in bookings? It might be too early to see a change, but Denise will review.
 - Are there ways to engage high school art students in the library- such as creating a framed mural project or displaying local student art?
 - Library Materials- book budget has been flat to declining; thankfully Friends have stepped up with some additional funds recently, but can't count on this long term.
 - Early literacy- Susan is completing her class and certification. Bobbi volunteered to work with Susan on some ideas for early literacy initiatives during the winter months

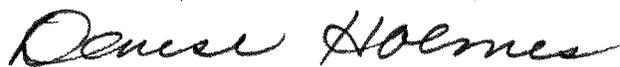
5. **Library Goals for Fiscal Year 2020-2021**- the Board agreed the Library Goals for City Council should be based directly on our Strategic Plan. The importance of maintaining a stable budget for the Library was also discussed. Denise will draft a simple statement tying together the strategic plan goals and importance of funding.

REPORTS

6. **City Report** – Michael reported on several items from November 12th City Council meeting:
- **Citizenship Award**- presented to David Duyck; he has done a lot for our community
 - **Greenville Park User fee**- with City taking on maintenance of Greenville Park, ongoing discussion about how to pay for maintenance; A couple of proposals have been introduced and a public hearing will be held in January with change expected to take effect in March.
 - **Noise ordinance**- City adopted Excessive Noise Ordinance with noise limitation from 10pm-7am.
 - **WCCLS**-Linda Tattersall gave a presentation about WCCLS
7. **Executive Board Report** – Meeting will be held 11/20. The Campbell-DeLong survey to get customer feedback on the levy will start in late November/early December. The results will be used to craft the levy "message".
8. **Directors Report** – Denise will apply for a scholarship to attend a July 2020 conference on customer surveys. Linda asked that Denise walk the Board through the communication rules regarding the levy.
9. **Friends Report** –Pie Sale for Thanksgiving holiday underway- pick up 11/26; Lynda has requested another Friends & Family night at McMenamins.

COMMITTEE ROUND TABLE DISCUSSION – no items

ADJOURN – meeting adjourned at 8:56 PM



Minutes submitted by Ann Witkowski and Denise Holmes

Next Library Board Meeting – Tuesday January 21, 7pm, Jane Moore Community Room