



**Banks Public Library Board Meeting
Tuesday, May 21, 2019
Banks Public Library – Jane Moore Community Room
42461 NW Market Street
Banks, OR 97106**

Meeting Minutes

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

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

Absent:

APPEARANCE OF INTERESTED CITIZENS: Marion Steinbach

CHANGES OR ADDITIONS TO THE AGENDA: No changes or additions

APPROVAL OF MINUTES

1. Minutes of the Library Board Meeting- April 16, 2019 – Linda Lybecker made a motion to approve, Ann Witkowski seconded. Minutes approved as written.

OLD BUSINESS

2. **Community Room Use Policy-** Denise presented a revised draft for review and discussion. A few minor changes were recommended. Denise will bring a final draft to the June meeting for review and approval prior to sending to the City Council for approval.
3. **Library Rules of Conduct Policy-** Denise presented a heavily revised draft for review and discussion. Several document structural changes were recommended:
 - Organize by violation level vs. “behavior category”
 - Put most common problem at top of the list
 - Eliminate “Administration” section- put #3 at beginning of documentDenise will continue to review similar policies from other libraries to ensure our policy is complete. She will bring an updated draft to the June meeting for review prior to sending to the City Attorney.

REPORTS

4. **City Report** – As part of the work session, City Council heard a presentation on Emergency Incident Response & Coordination process between agencies. During the main meeting several topics were discussed including: Vacant City Council position- none of the first round of candidates met the desired criteria so the position has been posted again to seek additional candidates. If no candidates are found in this round, the position will remain vacant until 2020. Five Star is looking to develop property on Banks Road to put in place multi-family housing. The City Council approved a zoning change to allow pre-planning to move forward. Five Star must submit a complete project plan and application to the City and follow the prescribed process for new construction, including completing a second traffic study, before anything could be built.

5. **Executive Board Report** – Board met April 24. The draft strategic plan for WCCLS Central Services was discussed. Feedback on direction was requested and given.
6. **Directors Report** – Denise presented the latest Financial Report. Summer reading sign up begins June 1.
7. **Friends Report** – The spring book sale was a success; Tickets for the Raise a Glass fundraising auction and dinner are now on sale.

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 June 18, 6:30pm, Jane Moore Community Room