



**Banks Public Library Board Meeting
Tuesday, March 17, 2020
Banks Public Library – Jane Moore Community Room
42461 NW Market Street
Banks, OR 97106**

AGENDA

REGULAR LIBRARY BOARD MEETING @ 7:00 PM

CALL TO ORDER & DECLARATION OF A QUORUM

ROLL CALL AND INTRODUCTIONS

APPEARANCE OF INTERESTED CITIZENS: *This time is provided for anyone in the audience to comment on any items of concern, except those items appearing on the agenda or items that refer to land use. The Library Board may defer any request for consideration at a later meeting. Please limit comments to 3 minutes, and in the interest of time comments may be further limited at the discretion of the Chair.*

CHANGES OR ADDITIONS TO THE AGENDA

APPROVAL OF MINUTES

1. Minutes of the Library Board Meeting – February 18, 2020

OLD BUSINESS

2. Exhibit and Display Policy Review
3. Budget Update
4. WCCLS and Library Update

NEW BUSINESS

5. April Meeting Date

REPORTS

6. City Report
7. Executive Board Report
8. Directors Report
9. Friends Report

COMMITTEE ROUND TABLE DISCUSSION

ADJOURN

Next Library Board Meeting – April 21, 2020, Jane Moore Community Room

1. Future Agenda Items: Continued Review of Library Policies



**Banks Public Library Board Meeting
Tuesday, February 18, 2020
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Meeting Minutes

CALL TO ORDER AT 7:02PM AND DECLARATION OF QUORUM

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

Excused Absent: Michael Nelson

APPEARANCE OF INTERESTED CITIZENS: None

CHANGES OR ADDITIONS TO THE AGENDA: Denise requested that the Rules of Conduct Policy be added under New Business.

APPROVAL OF MINUTES

1. Minutes of the Library Board Meeting- January 21, 2020 – Ann made a motion to approve, Bobbie seconded. Minutes approved as written.

OLD BUSINESS

2. **Exhibit and Display Policy Review-** Denise presented an updated draft of the document, including Appendices B & C. Linda recommended that the Application (Appendix B) and Agreement (Appendix C) documents be kept separate from the Policy for ease of revision. Board members recommended that terms “art” and “work” be replaced by “items” throughout the Policy and Appendices. Lastly, it was recommended that the Time Limitation of Agreement (page 10) be revised to give more time for removal of items before a fee is charged or items disposed of. Denise will review the recommended changes with the City Attorney and send updated draft to the Board. Bobbie moved that the document move forward for review with the City Attorney and updates. Elaine seconded the motion. Denise would like include the Policy approval in the March City Council meeting.
3. **Budget Update-** Denise shared info on financials to date. Next fiscal year budget draft is due in 2 weeks. For the upcoming year, Denise is requesting that Michelle be transitioned from part time to full time. A review of what will be presented to the budget committee will be included in the next Board meeting agenda.
4. **WCCLS and Library Update-** WCCLS is working on the levy info and ballot measure language. Denise reviewed several services that are available through the Library: read NYT on-line; read Pamplin papers on-line in the Library; Foreign language courses, Learning Express; Novelist – a Reader’s Advisory tool.

NEW BUSINESS

5. **Rules of Conduct Policy-** Denise reported that there have been several instances where members of the “First Amendment Auditors” group have tried to engage and provoke arguments in public places. The Library and Library property is a limited public forum. Denise would like to

make sure our Rules of Conduct Policy is strong enough in emphasizing our position. Denise will review the policy and concerns with the City Attorney.

REPORTS

6. **City Report** – Denise reviewed several items from the February meeting:
 - During the work session, reps from WA County Land Use and Transportation presented proposals for the Banks Road/Cedar Canyon intersection. The traffic light option was chosen as the option the Council wishes to recommend. Next steps are presentation to ODOT, design and public hearings. The funds are already allocated for this upgrade.
 - City infrastructure insurance- City looking into additional insurance considering the impact an earthquake could have, especially on the soon to be installed water transmission line.
 - Additional discussion of potential sale of golf course to developer; Course is considered part of City green space and not sure how much could actually be developed. The state land use board would have to weigh in.
 - Moratorium on building due to water shortage issues was extended another 6 months.
7. **Executive Board Report** – Meets in March
8. **Directors Report** – Presented “wish list” to Friends- they are willing to help with some additional funding; A pruning workshop was led by a certified arborist
9. **Friends Report** –Lynda asked Stephanie to follow-up with McMenamins regarding a benefit night in November; Upcoming Book Sale will be April 23-27- the Library will also include “Fines for Food” as a donation to the local Food Bank.

COMMITTEE ROUND TABLE DISCUSSION – None

ADJOURN – meeting adjourned at 8:25 PM

Minutes submitted by Ann Witkowski and Denise Holmes

Next Library Board Meeting – Tuesday March 17, 2020, 7pm, Jane Moore Community Room