



APPROVED: \_\_\_\_\_

CITY OF ALBANY  
ALBANY PUBLIC LIBRARY  
LIBRARY ADVISORY BOARD  
JUNE 24, 2008

MINUTES

Board members present: Jan Doerfler, Chris Dunn, Scott Givens, Jane Marshall

Staff present: Ed Gallagher, Library Director; Kathy Grosso, Administrative Assistant I

CALL TO ORDER

Marshall called the meeting to order at 4:48 p.m.

APPROVAL OF MAY 27, 2008, MINUTES

Dunn made a motion to approve the minutes. Doerfler seconded the motion. Motion passed 4-0.

PUBLIC FORUM

Gallagher reported that on Saturday, June 21, 2008, the Friends of the Library (FOL) had a table at Ray's Market with information about the Library renovation project; donated books for sale, wherein they made approximately \$90; and a quilt that will be raffled at a later date. Former Mayor Chuck McLaran, cochair of the Capital Campaign Committee, was also there to talk to people about the renovation project and donating to the Capital Campaign.

MANELA INVOICES

Doerfler made a motion to approve payment of the June 2008 Manela invoices. Dunn seconded the motion. Motion passed 4-0.

LIBRARY FOUNDATION

Gallagher said the next Foundation meeting is Thursday, July 10, 2008.

LIBRARIAN'S REPORT

Gallagher distributed the Circulation Statistics for May 2008 (attached). Gallagher said it looks like this will be the first year that circulation has reached over 50,000 in every month.

OLD BUSINESS

a. New Library Renovation Update

Gallagher said the construction company is making great progress on the building renovation and is expecting further information from the structural engineer and for trusses to arrive. He suggested that at the July 2008 meeting the Board tour the new building to see firsthand the renovation.

b. Fund-raising

Gallagher reported the FOL had previously submitted a \$50,000 grant request to the Fred Meyer Stores and had received a response asking that it be resubmitted at \$15,000, which will be done before the September deadline.

Further, Gallagher said there isn't any news to report on the sale of the current Main Library building.

c. Nonresident fees – Registration Policy No. 18.1

Grosso reported that at the Board's request at their May 2008 meeting, she researched background information regarding grants given to nonresidents through the Foundation. The last grant given was for one family in August 2006. Prior to that, one family had received a grant in December 2005. Grosso said there have been times the Foundation awarded the grant but the recipient doesn't come to the Library for the card(s). Attached is the application used, which was based on the one used in 2001 for the Linn County Grant (see below).

Further, the State of Oregon Ready to Read Grant (RTR) had funded a youth nonresident card in 2005, where 150 were given out; 2006, 125 given; and 2007, 119 given. Up to 150 could be given each, which included renewals in 2006 and 2007. However, due to changes with the RTR structure, it is no longer available for use for this purpose.

In 2001, the Library received a \$5,000 grant from the Linn County Commission on Children & Family (low-income families). The Library was only able to expend \$1,500 of the amount and had to refund \$3,500. This grant was based on income levels set by the Commission.

After discussion, it was the general consensus of the Board to postpone changing the nonresident fee structure until moving to the new building.

Grosso said the temporary card is seldom used but is problematic when it is. Those who would want a temporary card have access to materials within the Library as well as they may take books from the paperback exchange.

Doerfler made a motion to remove #4, Temporary Card, from Policy No. 18.1. Dunn seconded the motion. Motion passed 4-0.

NEW BUSINESS

a. Material Loans Policy No. 14.1 – Revision

Givens made a motion to approve revisions. Dunn seconded the motion. Motion passed 4-0.

b. Tutoring Rooms Policy No. 20.1 – Revision

Dunn made a motion to approve revisions. Givens seconded the motion. Motion passed 4-0.

OTHER BUSINESS

Gallagher reported that former employee Barbara Currier has been rehired as a Library Assistant to fill a position vacant due to a retirement. Effective July 1, 2008, the Library will have an additional 1.75 FTE in personnel. At that time, he will recruit for a Library Resource Coordinator (volunteer coordinator and grant writer) and two part-time Library Assistants.

NEXT MEETING DATE: JULY 22, 2008

The meeting will begin at the Main Library and then there will be a quick walk through at the new Library. Marshall will be unable to attend the meeting. Vice Chair Doerfler will preside over the meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Recorded by,

Ed Gallagher  
Library Director

Kathy Grosso  
Administrative Assistant I