



APPROVED: October 23, 2012

CITY OF ALBANY  
ALBANY PUBLIC LIBRARY  
LIBRARY ADVISORY BOARD  
September 25, 2012

MINUTES

Board members present: Rosemary Bennett, Kim Brown, Chris Dunn, Heather Huzefka, Arwen McGilvra, Randall Peckham, and Georgiann Wheeler.

Board members absent: None

Staff present: Ed Gallagher, Library Director and Sheena Dickerman, Administrative Assistant I

CALL TO ORDER

Dunn called the meeting to order at 5:04 p.m.

APPROVAL OF August 28, 2012, MINUTES

Bennett moved to approve as written. Peckham seconded it. Motion passed 7-0.

PUBLIC FORUM

None

MANELA INVOICES

Huzefka asked who was responsible for choosing the titles. Gallagher responded that it was the non-fiction buyer, Diane Moody. Diane is willing to take requests.

Bennett moved to approve. Arwen McGilvra seconded it. Motion passed 7-0.

LIBRARY FOUNDATION

Bennett stated that at the September 18, 2012, meeting there was a discussion regarding term limitations, most non-profit boards have established term limits.

Bennett mentioned that Joanne Engle, Executive Assistant, has resigned. She will leave as soon as possible to work with the Gilbert house in Salem. She is paid for 5 hours a week.

Foundation will do the early release program this year on the first Wednesday of the month. It is limited to the first 50 students. It will focus on music, history, science and more. McGilvra will be assisting with historic role play. Lots of volunteers are needed.

Bennett mentioned that Jennifer Cummins is not going to pursue more than directing people to the Foundations non-resident cards. She found that many parents would not take advantage of the opportunity.

## LIBRARIAN'S REPORT

Gallagher announced that there was a Library Director's meeting at the library on Friday, with approximately 50 directors. This was the last opportunity to review the "Oregon Library Passport Program" before it would go to the Oregon Library Association (OLA) board and begin in January 2013.

The idea will need to be presented to the City Council. Libraries can join and remove themselves at any time during the three year trial period. Discussion followed regarding how it would work.

## MOTION:

Wheeler moved that Gallagher take the proposal for the Library to participate in the three year trial of the "Oregon Library Passport Program" to City Council for their approval. Huzefka seconded it. Motion passed 7-0.

## OLD BUSINESS

None

## NEW BUSINESS

McGilvra proposed to start a campaign to raise money for a trust/endowment account where the interest would pay for materials at the same level, even when City budget is cut. There would be a one year time frame to raise the money. Discussion followed of different ideas. Huzefka suggested that the discussion be tabled and added to the next Library Board's agenda.

McGilvra proposed that there also be a public relations campaign of "Where do you read your library book". Patrons would take pictures of them reading their library book in different places and there would be a display. Others suggested other library materials could be used too; such as CD's, puppets, etc. Huzefka suggested that the discussion be tabled and added to the next Library Board's agenda.

Peckham stated that he would like to be a member of the OLA and recommended others of the board could also be a part. He requested that membership be paid for the board. Gallagher agreed. Board members interested will contact Sheena Dickerman and be registered. Gallagher will send a link for the Board to review if they would be interested in becoming a member.

Gallagher mentioned that expenditures are where they should be. Albany Public Library Foundation funds in the budget document only reflect capital projects; example the basement floors.

Gallagher recommended that the language in the General Facility Use, Policy 8.1, under Liability and Regulations, be changed. Some groups are no-shows, which causes staff time and money. Others leave a mess. Peckham suggested a deposit before a group could use the room. Huzefka suggested that the discussion be tabled and added to the next Library Board's agenda.

NEXT MEETING DATE: October 23, 2012

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:10 p.m.

Respectfully submitted,

*Signature on file*

Sheena Dickerman  
Administrative Assistant I

*Signature on file*

Ed Gallagher  
Library Director