APPROVED: April 23, 2013

CITY OF ALBANY
ALBANY PUBLIC LIBRARY
LIBRARY ADVISORY BOARD
March 21, 2013

MINUTES

Board members present:	Rosemary Bennett, Kim Brown, Arwen McGilvra, and Randy Peckham
Board members absent:	Christine Dunn, Heather Huzefka, and Georgiann Wheeler
Staff present:	Ed Gallagher, Library Director; Sheena Dickerman, Administrative Assistant I

CALL TO ORDER

Board Member Rosemary Bennett called the meeting to order at5:10 p.m.

APPROVAL OF February 26, 2013, MINUTES

Board Member Kim Brown moved to approve the minutes as written. Board member Randy Peckham seconded it and the motion passed 4-0.

PUBLIC FORUM

None

MANELA INVOICES

Board Member Arwen McGilvra moved to approve the Manela invoices. Brown seconded it, and the motion passed 4-0.

LIBRARY FOUNDATION

Bennett mentioned that she was excited about the three boards meeting on a regular basis and working together.

Bennett stated that Foundation Member Amy Berry had shared that the Wednesday programs have been well attended with 30 students every time.

The Foundation wants to replace the basement floor at the Carnegie with linoleum, redo the bathrooms, and replace the front doors before the centennial celebration next year. Also, Pam Silbernagel will draft a letter to be sent out to potential donors during the festivities next year. Letter soliciting donations have not been sent out for several years. Silbernagel also indicated she would consult McGilvra to discuss to Library board's interest in fundraising so, the two boards can work together.

LIBRARIAN'S REPORT

Gallagher shared that there are 90-100 libraries participating in the Oregon Library's Passport Program. The Library has had 50 participants mostly from Lebanon. There have been 250 items checked out from our system with no issues yet.

Gallagher handed out graphs showing the book expenditures from 2004-2014. Gallagher mentioned that without the funds from Oregon Community Foundation, Library Foundation, and Friends of the Library the book budget would be hurting even more.

The Friends of the Library (FOL) will be holding a book sale on May 17. They are still deciding what will be sold.

There are a few upcoming FOL Board vacancies if any board member knows of anyone who would be interested, to send them to the FOL.

OLD BUSINESS

a.) McGilvra asked if a poster board could be put behind the circulation desk. Gallagher replied yes. He suggested sending out information on or around National Library Week, April 14-21, 2013. The Library will have its banner up above Highway 20/99 that says "Albany Public Library: We Grow Brains". McGilvra plans to write and send off a news release. She will send the information to Administrative Assistant Sheena Dickerman. Peckham suggested using the City's channel 28 to publicize also.

b.) Planned Giving Committee –McGilvra mentioned that she has not had time to ask for a committee of one or two people from each board to get together.

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NEW BUSINESS

Updates to Policy 7.1, Fees- Gallagher mentioned that the Library has a current threshold of $5.
This small amount has caused some issues at the circulation desk.

McGilvra moved to approve the policy as presented. Peckham seconded it and the motion passed 4-0.

Gallagher reminded the board that Children's Librarian II Scott Keeney's retirement open house would be the following week.

NEXT MEETING DATE: April 23, 2013

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:51 p.m.

Respectfully submitted,

Signature on file

Sheena Dickerman
Administrative Assistant I

Signature on file

Ed Gallagher
Library Director