



APPROVED: June 24, 2014

CITY OF ALBANY  
ALBANY PUBLIC LIBRARY  
LIBRARY ADVISORY BOARD

May 27, 2014

MINUTES

Board members present: Rosemary Bennett, Kim Brown, Arwen McGilvra, Anne Taleff and Georgiann Wheeler

Board members absent: Kelley Guilliot and Randy Peckham.

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

CALL TO ORDER

Board Member Georgiann Wheeler called the meeting to order at 5:03 p.m.

Wheeler welcomed new Board Member Anne Taleff and asked her to share about herself. Taleff gave a brief history.

APPROVAL OF April 22, 2014, MINUTES

Board Member Arwen McGilvra moved to approve the minutes as written. Board Member Rosemary Bennett seconded the motion and it passed 5-0.

PUBLIC FORUM

None

MANELA INVOICES

Board Member Kim Brown moved to approve the Manela as presented. McGilvra seconded the motion and it passed 5-0.

LIBRARY FOUNDATION

Bennett read her report regarding the last Foundation meeting on May 20, 2014 (see agenda file).

## LIBRARIAN'S REPORT

Library Director Ed Gallagher added his welcome to Taleff joining the Board. He asked members to introduce themselves.

Gallagher reported that he had given his budget presentation since the last Board meeting. The Budget presentation went well. The Budget Committee made some positive comments about the Library. He had shared some Library anecdotes and will email them to the Board (see agenda file). There should be no major issues and the funds for the next fiscal year should be the same as this year.

Gallagher shared that someone has been stealing materials. There are signs on the doors alerting patrons that bags need to be at the desk. McGilvra questioned if the person was trying to sell them. Other ideas about what was being done with the books were discussed.

Gallagher said that the recruitment for the two part-time Library Aide openings will close on Friday. The idea is to have the two part-time Library Aide positions start July 1.

## OLD BUSINESS

- a. Planned Giving Committee– McGilvra passed out posters for the upcoming Planned Giving series presentations (see agenda file). Bennett suggested putting the fliers at the Circulation desk downstairs. Gallagher said the Friends of the Library (FOL) bookstore would be another good location. McGilvra has shared the presentations on the Foundation and the Library Board's web pages. She hopes to have many people in attendance. The Board discussed other ways and places to publicize.

McGilvra has updated the Foundations donation form. She asked why the Library's form does not include an option for giving to the library in a will. There are currently three different donation forms on the Library website (Foundation, FOL, and the Library form). Gallagher asked McGilvra to contact Resource Coordinator LaRee Dominquez to add that information to the Library's donation form.

- b. Greater Albany Public Schools (GAPS) family cards –Gallagher stated that a letter has went to all the families with free or reduced lunches informing them of the opportunity to obtain a Non-Resident Card paid for from the "Uncorked" fundraising event in February. The community raised \$8,000. GAPS is organizing and communicating with the families due to the sensitive nature. Wheeler asked if there would be an "Uncorked" event next year. Gallagher replied there would be but the venue would be at the Main Library instead of the Carnegie Library.
- c. The Strategic Planning Meeting date will be September 6, 2014, from 10 a.m. to 2 p.m.

Gallagher stated that the Library has over 7,000 visitors a week. Children are able to get a card starting at the age of four years. Only half of the City has a Library card. He suggested that for the planning meeting the Board review the Oregon Library Association standards and to look at their favorite Libraries and see what they like. The strategic plan discussion will be to consider what the Library should look like over the next 100 years. Bennett suggested discussing the Foundation and how to include the Main Library. The current Foundation would normally be a subcommittee under a foundation. Discussion followed regarding foundation boards. A Foundation Board member will be invited to the working lunch during the planning session.

Gallagher mentioned that the Foundation has given \$50,000 over the past couple of years, participated in raising money during the “Uncorked” event, gave funds for the “Wonderful Wednesday” programs, and funds for books.

Bennett suggested talking about how libraries become their own taxing district during the planning meeting. Gallagher commented that it would need to be a longer discussion.

#### NEW BUSINESS

- a. Movie *Inglorious Basterds* – Gallagher mentioned that there was a patron that stopped by his office a few weeks back and had stated that “this movie should not be on the shelves”. He had invited him to the Library Board meeting or to submit a form that patrons fill out if they don’t like particular items.

NEXT MEETING DATE: June 24, 2014.

#### ADJOURNMENT

There being no further business, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

*Signature on file*

Sheena Dickerman  
Administrative Assistant I

*Signature on file*

Ed Gallagher  
Library Director