



APPROVED: September 23, 2014

CITY OF ALBANY  
ALBANY PUBLIC LIBRARY  
LIBRARY ADVISORY BOARD

July 22, 2014

MINUTES

Board members present: Rosemary Bennett, Kim Brown, Kelley Guilliot, Randy Peckham, Anne Taleff and Georgiann Wheeler

Board members absent: Arwen McGilvra

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 5:05 p.m.

APPROVAL OF June 24, 2014, MINUTES

Board Member Kim Brown moved to approve the minutes as written. Board Member Randy Peckham seconded the motion and it passed 5-0.

PUBLIC FORUM

None

MANELA INVOICES

Peckham moved to approve the Manela as presented. Board Member Rosemary Bennett seconded the motion and it passed 5-0.

LIBRARY FOUNDATION

Bennett shared that the Foundation had met on July 15, 2014, and made plans for the Tour of Homes, held on July 26, 2014. Carnegie will be a refreshment stop on the tour and members from the Foundation, Library Board, and Friends of the Library (FOL) will help set up, serve, and clean-up.

Bennett stated that the 100-year banner was displayed at Carnegie and looks great. Library Director Ed Gallagher added that he would like to see the banner on display at the Main Library and have a permanent display at the Carnegie.

Bennett mentioned that there had been a break in at the Carnegie on July 13, 2014. She added that nothing had been stolen. The security alarm went off and scared the person away. The police have some blood for Deoxyribonucleic Acid (DNA) samples.

Bennett shared that the Foundation wants to add more board members. Currently, they have six and desire to have seven to nine on the Board. The Board voted to keep the same officers for this next year. Gallagher mentioned that he has extended the invitation for the Foundation to join the strategic planning session. Brown asked how the Foundation recruited for new members. Gallagher replied that the Foundation prefers members that have an interest in historic Albany and want to keep the Library as a library.

Gallagher praised the Foundation for partnering with the City in getting the flooring of the basement replaced.

#### LIBRARIAN'S REPORT

Gallagher said he did not have the statistics and that System Administrator Jeremy Miller was working on retrieving the information. He will email them when they are ready.

Gallagher mentioned that a couple of new part-time aides had been hired and one of the Librarians is resigning. Interviews of the current staff with Masters degrees will take place in the next couple of weeks for a replacement. There will need to be recruitment for an assistant; there is a chance of being able to utilize the pool of people from the recent interviews.

Library Board member Anne Taleff arrived at 5:20 p.m.

Gallagher shared that staff had noticed that a homeless person was living next to the Library generator. Brown asked how staff handles these situations. Taleff asked if there were local resource cards to handout. Gallagher replied that staff hands out a list of the resources in Albany.

Gallagher relied that the Summer Reading Program is doing well and the numbers seem to be up.

Gallagher said that the group for the Linn Consortium open source grant program meets quarterly. The next topic for the group to discuss is budgeting for a courier. The current recommendation is to use the Linn Benton Community College's (LBCC) courier and add a couple of stops a week. The Library would use our current courier service to drop off books at LBCC. This partnership has been very helpful for the smaller libraries. The cost of maintenance is split between the libraries but there still needs to be a way to share the behind the scene costs. Currently, Miller oversees everything. Miller's time and equipment are used and need to figure out the best way to build the cost recovery.

Gallagher shared that the Passport program continues to have libraries joining. Deschutes will be participating but Corvallis continues to choose not to. Corvallis has stopped doing interlibrary loans and encourages their patrons to get a library card with us.

Greater Albany Public Schools (GAPS) has received an early literacy grant. LBCC, GAPS, and the Library are working together to get books in Spanish families for early literacy. GAPS and LBCC will be doing most of the work. The Library orders Spanish materials and staff will put together a proposed list for 0-6 year olds. An idea is to use Fairmont School as it is already set up for early literacy. LBCC does an early literacy program here at the Library too.

Gallagher handed out Multnomah County Library Priorities 2012-2015 (see agenda file) to the board members. He asked the board to be thinking about what the Library's next 100 years should look like. The City has a five year strategic plan. He encouraged them to look at other libraries for examples.

Questions to be considering: What is unique about the Albany Library? What is something that has not been thought of yet, that would allow the Library to leave its mark?

OLD BUSINESS

- a. Planned Giving Committee report—Administrative Assistant Sheena Dickerman reported that next session of the Estate Planning series to be will be on August 5 at 6:30 p.m. and the speaker will be talking on social security.

GAPS Family Cards – Dickerman shared that there had been 11 GAPS families that had come in and claimed their “Uncorked” grant for a free non-resident Library card; there were a total of 42 Library cards given out. Gallagher stated that the Library will try and have a staff person at the summer free lunches to encourage families that have received the letter to come and receive their Library card. Discussion followed.

NEW BUSINESS

None

NEXT MEETING DATES:

September 6, 2014, Strategic Planning from 10 a.m. to 2 p.m. in Wren, Oregon.

September 23, 2014, regular meeting

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