



APPROVED: February 23, 2016

CITY OF ALBANY
ALBANY PUBLIC LIBRARY
LIBRARY ADVISORY BOARD

January 26, 2016

MINUTES

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

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

Other: Friends of the Library President Colleen Keller

CALL TO ORDER

Board Member Georgiann Wheeler called the meeting to order at 5:01 p.m.

APPROVAL OF December 1, 2015, MINUTES

Board Member Anne Taleff stated that she had attended the last meeting but had been left off of the minutes. She asked that the December 1, 2015, minutes be amended to show she was present.

Board Member Jean Gritter arrived at 5:03 p.m.

Board Member Randy Peckham moved to approve the minutes as amended Board Member Rosemary Bennett seconded the motion and it passed 6 -0.

PUBLIC FORUM

Friends of the Library President Colleen Keller mentioned the "Uncorked" event on February 20, 2016. Jacopetti's will be doing the catering. There will be live music. There will not be an author this year.

MANELA INVOICES

Board Member Arwen McGilvra moved to approve the Manela as submitted. Peckham seconded it and the motion passed 6-0.

Board Member Kim Brown arrived at 5:06 p.m.

LIBRARY FOUNDATION

Bennett read the Foundation minutes from the January 19, 2016, meeting (see agenda file).

LIBRARY DIRECTOR

Library Director Ed Gallagher shared that he was the moderator for the Albany Regional Museum's second annual Local Author's Panel discussion. Peckham said he had attended the event and the authors were good. Gallagher listed the featured authors: Jim Lindsey, who is working on the sequel to "The Little Bastards"; Zed Merrill, "Rainbows in My Pocket", regarding growing up on the west side of Albany; Jo Brew, "Oregon's Main Street: U.S. Highway 99: 'The Folk History.'"; and Tammy Robacker, a poet who lives in the Corvallis area.

Gallagher added that Librarian I Jason Darling was one of the members on the museum board.

Gallagher shared that a Budget Committee Work Session was held January 25, 2016 (I changed this because it is illegal for us to hold a "meeting" until the proposed budget has been prepared; we can only hold "work sessions" right now. The meeting was to set the schedule, and talk about financial variables and the long-term financial plan. The Budget Committee asked the Directors for the snap shot of the potential needs over the next several years. The Library will eventually run out of space. The vision would be to add another L wing on the backside, similar to the current meeting room area. He has been communicating with Information Technology Director Jorge Salinas regarding critical pieces of equipment and upgrades. The Library's budget presentation will be either May 10 or 19, 2016. Discussion followed with regards to the budget impact on the Library and the new buildings for Police and Fire.

Gallagher encouraged the Board to come to the Uncorked event and to invite friends.

Peckham asked if there was any information on the Dolly Parton Imagination Library Program. McGilvra said there were 600 families signed up. Gallagher added that he had not heard from United Way Director Greg Roe who is coordinating the program. The goal is to continue to raise funds so that all the children that qualify will be participating. Gritter mentioned that the information was sent out through the Greater Albany Public School's (GAPS) communication system. Peckham added that an article was in the Statesman Journal. He asked if Gallagher would share the information at a Kiwanis meeting. Gallagher agreed and added that he would ask Roe to attend too.

Gallagher said that staff did interviews for the part-time aide position and the person that was chosen has accepted pending a background check. Senior Library Assistant Debra Shadle will be retiring and the recruitment process will start for that position soon. There could be more retirements in the next few years. He discussed the reclassification of four current staff members. The City Council will vote on the reclassifications January 27, 2016.

Gallagher mentioned that staff will have the annual in-service day on February 15, 2016, Presidents Day. The staff will discuss Strategic Planning. Library Resource Coordinator LaRee Dominguez attended a recent training by the Harwood Institute, "Turning Outward and Engaging My Community," and will present what she learned. He would like to combine what Dominguez learned with the ideas that he and Bennett received from the Annual Library Directors meeting last fall. All the boards will have another opportunity for input regarding the City of Albany's Strategic Plan.

Gallagher said that there would be upcoming sign changes implemented on February 15, 2016. The desire is to make signs more visible and colorful.

Gallagher encouraged the Board to look the budget for the next month's Board meeting.

Gallagher added that Gritter and staff have been working on the mechanics of getting student's school identification cards working with Evergreen. It is still in the process.

Wheeler asked if the City planned on having an Open House at City Hall this year. Gallagher replied that he had not heard of anything.

The Board had a brief discussion about the Battle of the Books regarding which schools could participate, who could attend, and when regionals were.

NEW BUSINESS

Gallagher pointed to the Unique Management Service statement (see agenda file) that shows how often lost materials are returned or funds collected.

NEXT MEETING DATE: February 23, 2016

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:03 p.m.

Respectfully submitted,

Signatures on file

Sheena Dickerman
Administrative Assistant I

Signatures on file

Ed Gallagher
Library Director