



APPROVED: March 22, 2016

CITY OF ALBANY
ALBANY PUBLIC LIBRARY
LIBRARY ADVISORY BOARD

February 23, 2016

MINUTES

Board members present: Rosemary Bennett, Jean Gritter, Randy Peckham, and Anne Taleff

Board members absent: Kim Brown, Arwen McGilvra, 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 Rosemary Bennett called the meeting to order at 5:13 p.m.

APPROVAL OF January 26, 2016, MINUTES

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

PUBLIC FORUM

Friends of the Library (FOL) President Colleen Keller shared that she thought the “Uncorked” event was successful with approximately \$8,000 raised, but they still have a couple of statues they will be auctioning off. Library Director Ed Gallagher commented that it was awesome to see that there is a group of core people after the third year. He would like to see more staff, board members, and others to attend. He shared that Roger Nyquist, Linn County Commissioner and local business owner, attended and was one of the sponsors. He would like to see more leaders from the Greater Albany Public School (GAPS) District attend and more of the City Councilors. Keller mentioned that the City Councilors receive a ticket to attend.

Keller shared that on March 11, 2016, there will be a presentation on *Inside Oregon State Hospital: A History of Tragedy and Triumph* by author Diane Goeres-Gardner in the Library meeting room.

MANELA INVOICES

None

LIBRARY FOUNDATION

The Foundation meets every other month. Bennett shared that several members attended the Uncorked event and Foundation Board Member Amy Berry won the grand prize.

LIBRARY DIRECTOR

Gallagher thanked the FOL and all who made the third annual “Uncorked” event a success.

Gallagher shared that the staff had their in-service on Presidents’ Day and it was successful. There was a small segment for strategic planning. He commented that Library Resource Coordinator LaRee Dominguez had attended a recent national Harwood Institute training called “Turning Outward”. Harwood Institute is working with communities at a high level to foster civic engagement. Dominguez lead staff through a couple of sessions to consider the community and their need to expand their thinking. This tied in with the Annual Director’s meeting, to be thinking who is on the boards and who is attending library events. This started the conversation at the staff level. He added that the next step is the joint meeting of all three boards to consolidate some of the pieces. Another facet involves going into the community and doing a five minute questionnaire. Staff also was able to meet with the various teams: Children’s, Technical Services, and Reference. There was training on the new software, Novatime, that staff will be doing their timekeeping on.. Staff cleaned and organized a couple of closets.

Gallagher said that the Library budget would most likely follow the Public Works budget presentation on May 10, 2016. It is projected to be \$136,000 more than the current fiscal year; a majority of that amount will be insurance and Public Employees Retirement System (PERS) costs. The Library will have a significant staff retirement in May 2016 so personnel cost will eventually go down. He encouraged board members that if they have ideas or notice weaknesses in the Library budget to let himself, or Administrative Assistant Sheena Dickerman know.

Gallagher shared about the recent staffing changes, including four employees reclassified upward and hiring a 20-hour Aide.

Gallagher added that the Online Computer Library Center (OCLC) is the core library infrastructure for all libraries throughout the world. They are offering a grant of \$150,000 for solar energy. The Library will apply for this grant. He thanked Board Member Jean Gritter for finding the grant and sharing the information with the Library. It seems like a perfect project for the Library. He asked Bennett to ask around at Linn Benton Community College (LBCC) if anyone knows how to work on grants for solar energy. It is a national grant and needs to be submitted at a high level.

Peckham asked if the board could have an opportunity to meet some of the staff that are at a higher level. He recently ran into Supervising Librarian Marcia Timm and didn’t know who she was. Gallagher affirmed the idea. He may have staff come in during the public forum and introduce themselves.

OLD BUSINESS

Gallagher mentioned that raising the cap from \$5 to \$10 on Library Fees and Fines policy made a huge difference in the lines at the circulation desk. A large portion people pay the late fees. He requested that it be bumped up to \$15 since it made a huge difference and in order to keep the lines moving. Dickerman added that the Fees and Fines Policy needs to be updated before the City Council and this would be a good time to make the change. Gritter asked if patrons could pay it online. Gallagher is working with the Information Technology department and Finance to make this possible, possibly this fiscal year. Discussion followed on the benefits of paying online.

Peckham moved to bump the Fees and Fines to \$15. Taleff seconded it, the motion passed 4-0. Discussion followed regarding movies, theft, and inventory. No decisions were made.

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NEW BUSINESS

Peckham suggested having the three boards meet for a joint meeting. Gallagher will talk to the Foundation and see about an April meeting.

Taleff mentioned the new signs around the Library. Gallagher replied that the City's graphics person came in and replaced them.

NEXT MEETING DATE: March 22, 2016

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Signatures on file

Sheena Dickerman
Administrative Assistant I

Signatures on file

Ed Gallagher
Library Director