



APPROVED: September 27, 2016

CITY OF ALBANY
ALBANY PUBLIC LIBRARY
LIBRARY ADVISORY BOARD

July 26, 2016

MINUTES

Board members present: Janel Bennett, Rosemary Bennett, Kim Brown, Jean Gritter, and Georgiann Wheeler

Board members absent: Arwen McGilvra, Open position

Other: Friends of the Library President Colleen Keller

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.

The Board members shared about themselves. New Board Member Janel Bennett shared that she and her husband own Sybaris Restaurant downtown. They have two daughters ages ten and twelve. She is excited to be a board member.

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

APPROVAL OF June 28, 2016, MINUTES

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

PUBLIC FORUM

Friends of the Library (FOL) President Colleen Keller shared that the next program will be September 9, 2016. Author Bob Lillie will be presenting his book on geology. She read a quote from his book, "The same geological forces that threaten our lives with earthquakes and volcanic eruptions also nourish our spirits by forming mountains, valleys and coastlines."

Keller shared that an old Walmart building in Texas was turned into the largest single-story library.

MANELA INVOICES

Brown moved to approve the Manela as presented. Board Member Jean Gritter seconded it and it passed 5-0.

LIBRARY FOUNDATION

Rosemary Bennett stated that the Foundation moved the monthly meeting to the same time as the Board meeting.

LIBRARY DIRECTOR

Library Director Ed Gallagher shared that Janel Bennett and her husband have been fantastic Library supporters, even fundraising.. He welcomed her to the Board.

Gallagher thanked the FOL for their work. Each month the FOL store brings in approximately \$1,000, to help support the Library.

Keller added that the FOL will be doing the Uncorked event the first Saturday in March. Gallagher asked the Board to think of donation ideas for the event. Acceptable donations are wine tastings, places to stay, or other enticing items.

Gallagher shared that Librarian Jason Darling has been promoted to a Librarian II. He oversees the day to day operation at Carnegie. Darling will staff the Foundation meetings. One idea is that if the Carnegie Librarian has a branch manager they would oversee the budget for Carnegie and schedule staff. If staff can demonstrate they can do those tasks, it could lead to becoming a supervising Librarian or Library Director. Gallagher said Darling is doing well and this would allow him to have more “ownership” of the Carnegie Library.

Gallagher emphasized that he still cares about the Carnegie a lot, but there is no need to have two Library staff at the Foundation meetings. He added that currently Darling is on the Museum Board. Since Carnegie is now open for some hours on Saturdays, there is a chance for the Carnegie to become more of a branch, or a neighborhood library. Last Saturday, there were approximately 90 people. Staffing has been challenging but the Library staff is still working on the mechanics of how to make it work.

Gallagher shared some personnel highlights. He said that the newest employee, Library Aide Millie Barriger, is doing great. Library Aide Christine Troetschel is also doing great and next Saturday, July 30, 2016, will have a movement story time at the Carnegie Library. He commented that Librarian II Doris Hicks will officially retire at the end of March 2017. He is hoping to hire someone and have some overlap for training the person. He continues to work on staff not being dependent on only one person who is responsible for large tasks. Hicks is a professional puppeteer and the Library has the best puppet stage. Retired Senior Library Assistant Debra Shadle had worked at the Library for 13 years and left a big hole, but Mardi Hochstetler was promoted to the position and is doing well.

Gallagher shared that Stutzman’s has completed the plants and landscaping work on the west side of the building. The memorial fountain for Nicole Leeper, who passed away last year, was installed. Her father came up with the idea for the fountain and it was paid for by donations and the family. It is located on the northeast corner by the flag poles. Eventually a small plaque will be affixed to it.

Gallagher stated that cameras have been installed at the Carnegie Library. He praised Information Technology Project Manager Sean Park for his work on securing the funds with a grant.

Gallagher commented that Librarian II Elizabeth Sonstegaard will be leading the evening book club starting in September.

Gallagher passed out the electronic statistics (see agenda file). He praised the Library's System Administrator Jeremy Miller for his work. Based on the numbers, he would like to work with Gritter on how to get young adults (YA) to the Library. One thought is to take all of the new YA books and take them to the school libraries. Miller could help set it up so that students could check out Library books at the school. Another group would be to reach the 60 year old plus group. Gritter mentioned that the Corvallis Public Library rotates books into the various assisted living areas. Wheeler shared that in her classroom at the Children's Farm Home, the students are using her library selection. If books are available, students will pick them up and read them. Discussion followed, but no decisions were made.

Gritter shared that the schools will have the opt-in form for the registration packets. Discussion followed about the process and using school identification cards as library cards. No decisions were made.

NEW BUSINESS

Gallagher mentioned an incident at the library that was posted on social media. He is looking into the situation.

NEXT MEETING DATE: Brown moved to not have a meeting in August but to return in September with a meeting outdoors at the Carnegie Library. Rosemary Bennett seconded it and it passed 5-0.

Wheeler mentioned that there will be cat adoptions on August 20, 2016, from 10:00 a.m. to 2:00 p.m. outside at the Carnegie Library.

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