



APPROVED: February 28, 2017

CITY OF ALBANY
ALBANY PUBLIC LIBRARY
LIBRARY ADVISORY BOARD

January 24, 2017

MINUTES

Board members present: Janel Bennett, Rosemary Bennett, Steve Borst, Kim Brown, Jean Gritter, and Arwen McGilvra

Board members absent: Georgiann Wheeler

Other: Colleen Keller, Friends of the Library President

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

CALL TO ORDER

Board Member Rosemary Bennett called the meeting to order at 5:00 p.m.

APPROVAL OF November 22, 2016, MINUTES

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

PUBLIC FORUM

Friends of the Library (FOL) President Colleen Keller announced that the next program on February 10, 2017, would be guest Holly Evens-White. She added that the Uncorked fundraiser was scheduled for March 4, 2017. Uncorked starts at 5:00 p.m. until 8:00 p.m. at the Main Library and tickets are available now. There will be music, food, wine, and a silent auction. The big item is a ride in a hot air balloon. If anyone has any items for the silent auction contact Nancy Powell or herself. Last year's Uncorked event raised \$13,000 for children's materials.

MANELA INVOICES

Board Member Jean Gritter arrived at 5:07 p.m.

Board Member Kim Brown moved to approve the Manela as presented. Board Member Janel Bennett seconded the motion and it passed 6-0.

LIBRARY FOUNDATION

Rosemary Bennett read the Foundation minutes from the last meeting (see agenda file.)

LIBRARY DIRECTOR

Library Director Ed Gallagher said that if Borst had questions regarding the Library Foundation to see Rosemary Bennett. He explained the difference between the three library entities (the FOL, Foundation, and Library Board). One desire is to have the entities be on the same page. He encouraged the entities to attend the various events; Uncorked, the FOL booksale, and monthly programs.

Gallagher is currently working on next year's Proposed Budget. This year he will be presenting to the City on March 1, 2017. He asked if the Board had any feedback to let him know. Each department is given a ballpark number. This year's is a little over \$100,000 increase with a significant amount towards personnel, but setting aside as much funds to materials as possible.

Keller asked if Gallagher would be attending the January 26, 2017, Budget Committee Work Session.. He replied yes. At this Work Session, the Budget Committee will set up the schedule and give direction to staff about the process.

Gallagher mentioned that the Douglas County Library will be closing; it was funded by the timber tax. He challenged the Board to be vigilant in sharing with the community that the Library is not "free", there is always a cost. Libraries are the first to take a hit. It is important to continually talk about the value and the cost of the Library. He asked them to send stories for his use during the Library's presentation to the Budget Committee. He encouraged them to attend the meeting when the Library makes their presentation.

Gallagher shared that there were 25,000 E-books loaded on devices this year. More funding will go towards electronic resources.

Gallagher stated that Youth Services Librarian II Doris Hicks will be retiring at the end of March. Her position was posted January 23, 2017, and will close on February 10, 2017. The goal is for the new person to start April 1, 2017.

Gallagher added that Librarian I Barbara Currier has been working in the children's area and will be moving to the young adult section. There are other part time staff who are interested in the youth services area.

McGilvra asked about the Anime Club. Administrative Assistant I Sheena Dickerman responded that Library staff will no longer be hosting it but one of the attendees has stepped up to continue the club, which will meet on the same day of the week and at the same time.

Gallagher said that Senator Gelser has had a couple of meetings at the Library over the past few weeks. There were over 160 patrons.

Gallagher shared that there have been a lot of staff absent due to illness.

Gallagher said that the Library will be closed on Presidents' Day and hold an in-service training for staff. He asked for input on speakers. Staff is looking into stress management speakers and other various topics.

Gallagher stated that there was a patron that contacted the Library who had lived in the Oxford house for over three years. Oxford and other transitional houses have a restricted card. Staff will talk to this particular location to see if there are others that have been there for more than a short period of time. McGilvra asked if books had been lost at those locations and expressed concern to be cautious regarding loss of materials. Borst asked if there was a way the Library could be compensated for the lost materials.

Gallagher stated that there is a history in the software for lost materials, and if there is a large enough number the cards are blocked. Gritter said that if there was a record of the patrons returning the books, removing the restriction would be reasonable. Discussion followed, but no decisions were made.

Gallagher shared that there were 1,930 items checked out on Greater Albany Public School (GAPS) student library cards since the cards were issued. Gritter said that the number will go up as more students are able to have their GAPS student body cards.

NEW BUSINESS:

Gritter mentioned that she and Gallagher would be doing a presentation at the Oregon Library Association in April in Salem.

McGilvra stated that Nation Library week is April 9-15, 2017. The theme is libraries transform. She suggested having a banner made and would like to do something for library week. Discussion followed about some ideas. Janel Bennett, Borst, and McGilvra volunteered to be a subcommittee to research what to do for library week and will report back to the Board.

Rosemary Bennett mentioned that there was a letter to the editor by Ashley C. Lowe that commented that Linn County needed a library card. Gallagher encouraged the board to engage with the community and City Council; currently the Library has a shared catalog with a few of the other Linn County libraries. Discussion followed regarding county cards and costs.

NEXT MEETING DATE: February 28, 2017

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Signatures on file

Sheena Dickerman
Administrative Assistant I

Signature on file

Ed Gallagher
Library Director