



APPROVED: October 24, 2017

CITY OF ALBANY  
ALBANY PUBLIC LIBRARY  
LIBRARY ADVISORY BOARD

September 26, 2017

MINUTES

Board members present: Rosemary Bennett, Janel Bennett, Steve Borst, Kim Brown, Robert “Bob” Brown, Arwen McGilvra, and Jo Ann Yonemura

Other: Friends of Library President Colleen Keller

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 5:02 p.m.

New Board Member Jo Ann Yonemura introduced herself. The other Board members introduced themselves.

APPROVAL OF July 25, 2017, MINUTES

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

PUBLIC FORUM

Friends of the Library (FOL) President Colleen Keller reported that the next program would be October 13, 2017. She said that Rosa Plascencia will share her personal experience as an immigrant who became successful after reaching the United States.

Keller commented that she had shared a table at the Historic Carousel opening with new Librarian II April Spisak. They passed out donated children’s books and bookmarks, promoting the Library.

Board Member Bob Brown arrived at 5:07 p.m.

MANELA INVOICES

None

LIBRARY FOUNDATION

Rosemary Bennett read the Library Foundation report from their last meeting (see agenda file). She added that the Board is now considered full and working on the first revision of the bi-laws since the inception of the organization.

Board Member Kim Brown arrived at 5:10 p.m.

## LIBRARY DIRECTOR

Library Director Ed Gallagher mentioned the renovation project next to the Carnegie Library. Carnegie will share parking and will gain a couple parking spots. Lepman properties will be responsible for landscaping.

Gallagher said the Library has been a partner with United Way in the Dolly Parton Imagination Library program. In the beginning the Library contributed \$10,000. Currently, there are a few other community partners, such as two or three rotary clubs. The Library hosted United Way's "graduation celebration" which awarded the children with a certificate and a free book. There were approximately 20 children in attendance out of hundreds of graduates. Next year the graduation may be at Linn Benton Community College, with more press devoted to the event in order to bring more of the participants.

Gallagher mentioned that he was still working on the statistics. Some highlights are that there were over 600,000 borrowed items, 13,000 visitors, and 37,000 card holders. There were 32,000 electronic books read. He added that it was a busy year, approximately 1,000 people per day. He added that a patron has donated funds to have the flags replaced and a volunteer has donated a large box of Legos for the children's program.

Gallagher shared that a Library Aide has been reclassified to a Librarian I. She has a master in Library Science and will be the main Spanish Librarian. If she receives a grant, she will attend the South American Book conference this winter. She will be the liaison for the Library at the Spanish commission meetings at Linn Benton Community College (LBCC). He added that the library is short staffed and there may be more changes in the future.

Keller asked if the 1,000 visitors were for the main Library only. Gallagher replied that the number reflected both libraries. He added that staff codes their timesheets and purchases in order to identify the costs of running the Carnegie Library. He shared that the Carnegie Library has about two to three hundred patrons a day, five days a week. The Carnegie Library is approximately 11 to 12 percent of the budget. McGilvra commented that the patron counters at Carnegie Library do not work properly. Gallagher explained that he has been in contact with the vendor to have it fixed, but staff is able to get a good average based on regular numbers.

Gallagher said that he had been working with a professor at Oregon State University, with regards to recruiting interns. He asked Yonemura to be on the lookout for interns at LBCC. Yonemura replied that she will talk with her supervisor Dr. Jason Kovac, Dean of Academic Foundations and Extended Learning, who had also been a librarian.

## OLD Business:

- a. Library Card month- McGilvra said she enjoyed the posters and the bookmarks for the promotion. Gallagher added that Spisak had talked to schools, and posters and bookmarks were handed out. Staff does not have the number of how many new registrations were added due to the promotion.

NEW BUSINESS

Gallagher mentioned that it was time to have a three board meeting; FOL, Foundation and Library Board. The Board discussed some possible dates, but no decisions made. Gallagher will schedule the meeting.

Gallagher said that he hopes to have a Greater Albany Public School report from Jean Gritter at one of the upcoming Board meetings.

Gallagher shared that Helping Hands has sold flowers in the front and will sell trees this fall. A portion of their sales comes to the Library.

Gallagher stated that a couple of staff members would be attending the Pacific Northwest Booksellers Association meeting in October. Staff will meet some authors. There is a nomination for smaller libraries to receive books. Halsey has been nominated. If they win they will receive 30 to 40 boxes of books. He mentioned that there were nominations for local authors too. Brown mentioned a local author, Karen C. Day. Gallagher is always interested in supporting local authors. He asked Brown to forward Day's information to Dickerman.

NEXT MEETING DATE: October 24, 2017.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

*Signature on file*

Sheena Dickerman  
Administrative Assistant I

*Signature on file*

Ed Gallagher  
Library Director