

Astoria Library Board Meeting

Astoria Public Library

October 28, 2014

5:30 pm.

Present: Library Board members David Oser, Arline LaMear, Susan Brooks, Kate Summers, and one vacancy. Staff Library Director Jane Tucker and ALFA Representative Steve Emmons.

Excused: None

Others Present: None

Call to Order: Chairman David Oser called the meeting to order at 5:30 pm.

Approval of Agenda: The agenda was approved with the addition of discussion about the dates of the Board's next meetings.

Approval of Minutes: The minutes of August 19, 2014 and September 2, 2014 were approved as presented.

Renovation Update:

Item 4(a): Foundation Update

Chairman Oser reported that the Foundation had not met and is waiting for further direction from the City. He would be meeting with Pam Lum, and possibly Bruce Jones, on October 29th to discuss Lum's Auto's support for the renovation, possibly through a corporate sponsorship.

Director Tucker reported that the Estate of Ruth Jensen has indicated Ms. Jensen had left \$7,400 to the Library. Her daughters indicated they would like the funds to be used as the initial donation for furnishing the new children's area of the renovated library. The check will be sent to the city finance department.

Another person has inquired about including the library in their estate planning, and this person might donate to the Foundation as well.

Item 4(b): Renovation Committee Update

Chairman Oser said the Committee meeting on October 8 included a discussion about moving forward with the plan developed by Ruth Metz Associates and a presentation by John Goodenberger about using an alternative location. A majority indicated they wanted to move forward with Ms. Metz's plan for a variety of reasons.

Item 4(c): Staff Reports

Director Tucker sent a memo to City Manager Estes notifying him that the Renovation Committee would like to move forward with Ms. Metz's plan. As a result, City Manager Estes resumed negotiations with the owner of the Waldorf. She asked if the Committee could do anything to help get the Foundation going and to collect donations.

Chairman Oser said the 1023EZ was ready to be filed, but the Foundation needs \$700 or \$800 to pay the fees, pay a \$50 debt, and for other various expenses. Susan Brooks offered to request a portion of the funds from Kiwanis be given to the Foundation for these expenses. Chairman Oser added that the Foundation also needs more members and needs to form a board.

The Board and Director Tucker discussed the 1023EZ, which they believed could be filed before December 31, 2014. Suggestions for ways to recruit Foundation board members included hosting a meet-and-greet reception during the first part of December 2014 and asking Renovation Committee members and members of the public to serve. Several individuals were mentioned as good candidates for the Foundation board.

Director Tucker said she was working on a vision statement for the Committee that outlines the goals of the renovation. The vision statement will be used when applying to foundations and in communications of the Foundation.

Library staff are exploring inexpensive ways to promote the upcoming renovation in the current building by showing what a renovated library would offer. Director Tucker suggested a small display of new furniture that

would show library patrons a vision of what to expect after the renovation. The Board and Director Tucker discussed the display and how beneficial it would be when promoting the renovation and asking for donations.

Board Reports:

Kate Summers reported that during the last Clatsop Community College Library staff meeting, she gave an update on the renovation and talked about programming at the Astoria Library.

The Library Board and Director Tucker discussed how to meet the community's need for computer classes for seniors.

Library Director's Report:

Director Tucker reported on the presentation that she and Esther Moberg made on October 8th to the Clatsop County Commission about the LSTA grant funded Rural Outreach in Clatsop County (ROCC). The program has demonstrated success in meeting its goals and is now being transitioned to a mix of private and public funding this year. Directors Tucker and Moberg asked the County Commissioners to consider funding up to \$5000 for summer reading support in Jewell and Knappa and support of the contracted outreach coordinator. County Manager Scott Somers informed the Commission that a request for \$5000 to support ROCC is currently included in the 2015/2016 budget proposal that will come to the Commissioners. ROCC sent a letter of thanks to the County Commissioners for considering a contribution to the program. The ROCC grant for this year includes funds to research using e-readers and other technology to provide services to underserved populations. She briefly reviewed how the ROCC program progressed in the county over the last five years, noting the program's goals and achievements.

Update on ALFA Activities:

Steve Emmons reported that the ALFA balance was a little more than \$5,000 and Nick Benas has been appointed chairman of the new Membership Committee. ALFA members could be a resource for renovation donations. The next ALFA Board meeting will include a discussion about the recent changes to the way ALFA sells donated and deselected items.

Director Tucker described how library staff and ALFA disperse and sell donated books.

New Business:

The Library Board decided to reschedule the meetings in November and December into a combined November/December meeting on December 2, 2014.

Arline LaMear excused herself from the meeting at 6:26 pm.

Old Business:

Item 9(a): Review of OLA Public Library Standards

Director Tucker said some library boards in the state are using the new standards for strategic planning, just like the Astoria Library Board. The Board and Director Tucker discussed which facilities standards were and were not currently being met by the library.

Public Comments: Mr. Emmons thanked the Library Board and Staff for their work.

Director Tucker announced that the next City Council meeting was rescheduled to November 5, 2014.

Items for Next Meeting's Agenda: Election of Officers was added to the agenda.

Adjournment: There being no further business, the meeting was adjourned at 6:47pm.

Respectfully submitted,

Jane Tucker, Library Director