

Astoria Library Board Meeting

Astoria Public Library

November 29, 2016

5:30 pm.

Present: Library Board members Kate Summers, David Oser, Susan Stein, Kimberley Chaput (via telephone) and Chris Womack; Staff Library Director Jimmy Pearson and Lindsay; and ALFA Representative Steve Emmons.

Excused: None

Absent: None

Call to Order: Chair Kate Summers called the meeting to order at 5:30 pm.

Approval of Agenda: The agenda was approved with the addition of New Business Item 8(a): Retirement Party for Patti Skinner.

Approval of Minutes: The minutes of October 25, 2016 were approved with the following corrections:

- Item 7(b) should state the next meeting would be held on Tuesday, November 29th, not Thursday.
- Item 9 – correct the spelling of Kristen Shauck's name.

Board Reports: Chair Summers reported that Write Astoria was going well and she recently spoke with the mayor about current Library Board business.

David Oser reported that as a school board member, he was trying to get paid school librarian positions reinstated and he might ask the public library to get involved.

Library Director's Report: Director Pearson noted his report packet included information about the performance and duties of Library Staff, which he believed could positively impact the library's services. He had been talking to people in the community about library services to find out how to improve outreach. He updated the Board on staffing changes, included Anne Odom's promotion, advertising the vacant part-time position, and Ami Kreider's resignation. He and Ms. Odom will take over Patti Skinner's administrative duties, the new part-time employee will focus on children and family services, and Ms. Kreider's replacement will focus on adult services. He gave an update on Staff's efforts to do some cosmetic maintenance and upgrades to the interior of the library. He reported on photography software from the American Library Association and explained how it could be used to promote the library. He was also working towards implementing computer reservation software and automating printing services, which will free up Staff time.

He recently spoke with the curator at the Maritime Museum and learned the Lewis and Clark journals were valued at \$140,000 with the original bindings. The journals have been rebound and he was confident they were being well cared for.

Director Pearson noted the following upcoming events:

- Friday, December 2nd – His meeting with library managers in the Timberland Library District about their processes and layouts.
- Saturday, December 10th – Gifts for Giving, hosted by ROCC
- Friday, December 16th – His meeting with State Librarian Mary Kay Dahlgreen about state library services.

At the next Library Board meeting, he planned to present a cost neutral proposal to open the library for four hours on Monday by closing an hour earlier on other days. He depends on the Board to advise on policies and wanted feedback on his proposal. The community has expressed support for increasing the library's hours of operations. Chair Summers said the change in hours could impact the writing group. David Oser added that people who work during the day depend on the library's evening hours.

He confirmed some of the overgrown and dying plants at the library would be removed. Staff is trying to declutter the library to make it more functional. He hoped a new look would make the library more attractive. He also noted that the mystery garbage issue in the parking lot had been resolved.

David Oser stated the Board believes the values used in the What's Your Library Worth to You calculator are too low. Director Pearson said he would look into the source and accuracy of the values.

Chris Womack asked how Staff has received Director Pearson's changes. Director Pearson described his efforts to get to know his Staff and their abilities. He has promised Staff he would not make changes without explanation and he wanted their input. He believed Staff has taken ownership of the library. Some employees have been at the library a long time and are used to doing things a certain way, so, he is making small changes over time to allow Staff to be more readily available to library patrons.

Lindsay confirmed Staff was enjoying some of the changes. Staff members are able to speak with Director Pearson and his direction was welcomed after six months without a library director. Director Pearson noted that Staff was proactive and he was trying to be respectful as he implemented new tasks. He seeks feedback from Staff and works to implement their ideas.

Update on ALFA Activities: Steve Emmons said ALFA's current balance was \$8,267.93. He listed upcoming expenditures, which included magazine subscriptions and furniture for the Flag Room. ALFA's annual meeting has been postponed and will be rescheduled in January.

Director Pearson explained how reorganizing the Flag Room would make it more functional. Volunteers would provide the labor needed to move items in and out of storage.

Foundation Update: David Oser said he would have an update in January. Based on Councilor Price's comments at a recent City Council meeting, he anticipated financial information would be available from Staff soon. Chair Summer added that posts to the Foundation's Facebook page continue to be well received.

New Business:

Item 8(a): Retirement Party for Patti Skinner

Director Pearson said Mary Kay Dahlgreen, State Librarian, planned to attend the retirement party.

Chair Summers noted the party was scheduled for December 15th from 5:00 pm to 7:00 pm.

Old Business: There was none.

Public Comments: Steve Emmons thanked the library and the City for continuing the Passport Program and said he recently received a Multnomah County library card through the program.

Items for Next Meeting's Agenda: The next meeting would be on Tuesday, January 24, 2016.

Adjournment: There being no further business, the meeting was adjourned at 6:08 pm.

Respectfully submitted,

Paula Pinyerd, ABC Transcription Services, Inc.