

Astoria Library Board Meeting

Astoria Public Library

March 22, 2016

5:30 pm.

Present: Library Board members David Oser and Susan Stein; Staff Library Director Jane Tucker and ALFA Representative Steve Emmons.

Excused: Kimberley Chaput, Chris Womack, and Kate Summers

Call to Order: Director Tucker called the meeting to order at 5:35 pm.

David Oser stated no votes would be conducted for lack of a quorum.

Approval of Agenda: The agenda was approved without changes.

Approval of Minutes: David Oser noted the following change to the minutes of the February 23, 2016 meeting. The last sentence in the seventh paragraph of Page 3 should read: "However, Mr. Oser suggested a Board member should tell Mayor LaMear, ~~instead of~~ **as well as** Director Cronin, that the Board plans to send this letter to City Council."

Library Options:

Director Tucker explained that the City's contract with Hacker Architects has been amended to include the study of four options for renovating the existing library building. Director Cronin plans to show the Board draft floor plans for all four options in April and a full presentation would be made to City Council on May 16th. She listed upcoming City Board, Commission, and Council meetings scheduled for April and May.

David Oser noted that Ruth Metz was not tasked with developing accurate cost estimates, but there is a sense that her gross square foot estimates were the project costs. Director Tucker described the results of a request for information from other libraries who had temporarily relocated library materials and services, including during renovation projects. Results included costs to staff morale and retention during a relocation. Susan Stein believed these costs were not being considered and said the cost to replace an employee is between \$100,000 and \$125,000.

Board Reports:

Item 5(a): Reports of Community Presentations

Library Director's Report:

David Oser said he hoped the library would have the opportunity to connect with the new preschool program. Director Tucker said the library has already been a large part of the preschool program in Warrenton and she was excited about the new program in Astoria. She briefly discussed the Warrenton program, which began two years ago.

Director Tucker reported that a draft job description for the Library Director position is currently being reviewed by City Manager Estes. Susan Stein asked that the Board receive a copy of the job description. Mr. Oser agreed the Board should be included in the hiring process. The Board and Staff discussed the relationship between Board members and a Library Director and the benefits of hiring a new director.

Update on ALFA Activities:

Steve Emmons reported that ALFA had its annual meeting on March 9th and they are recruiting board members. The next board meeting is April 26th at 2:00 pm and the next ALFA meeting is June 28th.

New Business:

Old Business:

Item 9(a): Library Board Role Clarification in Renovation

Director Tucker said Director Cronin read the minutes of the February meeting, which stated cost estimates were not shared with the Library Board. She explained that Director Cronin had made a strategic decision to refrain from sharing the cost estimates with any outside group until he shared them with City Council.

David Oser confirmed he had not spoken to the Mayor because he was waiting on the letter that Kimberly Chaput had volunteered to write. He believed the Board should meet earlier in April to discuss how to work with Director Cronin and next steps. He remained concerned that the Board was not being considered in this process and that their input was not being added to the discussions. Mr. Oser said he would call Mayor LaMear to schedule a meeting.

Public Comments: There were none.

Items for Next Meeting's Agenda: Approve the minutes of the February meeting and continue the discussion of the Board's role in the renovation.

Adjournment: There being no further business, the meeting was adjourned at 6:10 pm.

Respectfully submitted,

Jane Tucker, Director, Astoria Public Library.