



AGENDA

ASTORIA PUBLIC LIBRARY

August 27, 2019

5:30 p.m.

**Flag Room, Astoria Public Library
450 Tenth Street • Astoria OR 97103**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. MINUTES**
Notes of May 28, 2019
- 4. COMMUNITY ENGAGEMENT**
- 5. STAFF REPORT**
- 6. NEW BUSINESS**
- 7. OLD BUSINESS**
Library Child Safety Policy
Frequency of Board meetings
- 8. PUBLIC COMMENTS**
- 9. ADJOURNMENT**

<p>THIS MEETING IS ACCESSIBLE TO THE DISABLED. AN INTERPRETER FOR THE HEARING IMPAIRED MAY BE REQUESTED UNDER THE TERMS OF ORS 192.630 BY CONTACTING JIMMY PEARSON, ASTORIA PUBLIC LIBRARY, 503-325-7323.</p>
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Astoria Library Board Meeting

Astoria Public Library

August 27, 2019

5:30 pm.

Present: Library Board members Susan Stein, David Oser, Laura Parker, Dan McClure, and Kimberley Chaput (via telephone). Staff Library Director Jimmy Pearson.

Call to Order: Chair Susan Stein called the meeting to order at 5:30 pm.

Approval of Agenda: Chair Stein explained the new agenda format and explained why the changes were made. The agenda was approved with the addition of New Business Item 6(a): Election of Officers.

Approval of Minutes: Notes of May 28 2019

Chair Stein noted there were no meetings in June or July. The notes of the May 28, 2019 were approved by consensus as presented.

Community Engagement:

Board members shared ideas for engaging with the community. Chair Stein distributed copies of a document from 1990 that outlined the Board's roles and responsibilities. She briefly reviewed the document and explained that she believed community engagement should align with what the Board has been tasked with doing. The Board discussed how their role would impact their involvement in the library renovation project. Director Pearson said he needed the Board to let him know what they are hearing from the community so he can make appropriate decisions and he appreciated that he could rely on the Board for help with issues and challenges. The open communication between himself and the Board will allow the Board to understand what is going on with the library so that Board members can translate that to the community. Chair Stein suggested that Board members begin engaging with the community by asking people if they have a library card, and then report back at the next meeting on those conversations.

Staff Report:

Director Pearson's report was as follows:

- This year, the concert series included four concerts, up from three last year. And the library was able to pay the bands a little bit more.
- Summer reading went well, and story time would begin on September 17th.
- Representative Suzanne Bonamici toured the basement of the library. She congratulated the library on receiving the \$50,000 grant and said she planned to present a letter of support for a \$750,000 grant for the Library Foundation.
- The library will be closed September 16th to incorporate collections from Astoria, Warrenton, and Seaside into one catalogue. The new catalogue will be available on September 17th.
- Staff in-service will be on September 27th to meet with the staff from Warrenton and Seaside.
- This fall, One Book One Astoria will promote the book *Lewis and Clark Through Indian Eyes*. He has contacted the Clatsop Tribe and the Chinook Tribe to see if they would like to be involved.
- He answered questions about the software being used to consolidate the collections of the three libraries and explained how the new catalogue would increase efficiencies for Staff.
- Presented the monthly data from the "What Is Your Library Worth to You" calculator and briefly explained the tool for new Board members.

New Business:

Item 6(a): Election of Officers

Chair Stein stated Laura Parker would serve as Vice Chair. She noted that as Chair she had the authority to appoint someone and explained why she chose Ms. Parker.

David Oser expressed appreciation to Kate Deeks, who served as the last Board Chair.

Old Business:

Item 7(a): Library Child Safety Policy

Director Pearson provided a brief overview of the policy and explained why he wanted to implement it. He answered clarifying questions from Board members about how the policy would be enforced. The Board and Staff discussed how this policy would align with mandatory reporting requirements. They shared ideas for some language changes to the section on involvement by the Police Department and ultimately decided to leave the language as proposed.

Board Action: David Oser moved, and Dan McClure seconded, to approve the Library Child Safety Policy as proposed by Staff and recommend adoption by City Council. Motion passed unanimously.

Item 7(b): Frequency of Board Meetings

Chair Stein noted that the Board usually skipped the December and July meetings each year and this year skipped June and July. The board discussed a more appropriate meeting schedule and communicating via email in between meetings. Chair Stein requested that Board members begin RSVPing to meeting invitations.

Board Action: Laura Parker moved, and Kimberly Chaput seconded, that the Astoria Library Board meet on the first Tuesday of every other month on even numbered months at 5:30 pm with additional meetings being scheduled as needed. Motion passed unanimously.

Laura Parker asked if funding was available for new board member training. Director Pearson said he did have a budget and Board members should let him know if they find a workshop they would like to attend. He planned to budget for the entire Board to attend the 2022 Public Library Association Meeting in Portland.

Public Comments: There were none.

Adjournment: There being no further business, the meeting was adjourned at 6:29 pm.

Respectfully submitted,

Paula Pinyerd, ABC Transcription Services, Inc.