

Lyons Library Board Meeting

May 9, 2016 Minutes

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Chair Amy Shield opened the meeting at 7:00. Members present were Tammy McKim, Candice Hampton, and Heidi Groom. Assistant Librarian Sara Trott and Librarian Brenda Harris were also in attendance.

Chair Shield asked everyone to stand for the Pledge of Allegiance.

Changes or Additions to the Agenda: *Friends; Library Board Vacancy; and Young Adult Collection*, were added under New Business.

Approval of the April 11, 2016 Minutes: There were none. Sara attended this meeting in place of Librarian Harris. It was noted the Library Board Members have been coming in 1 hour early to help with weeding. Chair Amy stated the Board will not meet during the summer.

Library Updates: Reports: Brenda provided the statistics and balance sheet for April. She noted the reimbursements from CCRLS for the 2nd quarter totaled \$4,533.06. The Library reports for March and April were reviewed. The Library Board also received an updated City Members/Staff list with contact information.

There was discussion on promoting *Library2Go* and *Learning Express Library*. *Library2go* (Overdrive) is the through CCRLS catalog of audiobooks you can download onto a tablet, Nook, Kindle, etc. And *Learning Express Library* has a variety of programs to help study for school, GED, College Prep, Job skills, and even becoming a US Citizen. This was promoted a few years back, so "re-promoting" it may be needed.

PYM: The City of Willamina wants to change their Library to a volunteer library so they won't have to pay benefits. According to CCRLS Policy, there has to be a paid staff member of at least 20 hours a week that has been trained by CCRLS. There were a lot of other rules, but they would also become a stand-alone library with no access to CCRLS materials, courier, training, etc. Their last day is June 30, 2016. Brenda stated the RFID process will not begin until September at the soonest. Harris also noted the Edge Initiative has been completed. This was mandated by the Oregon State Library.

Children's Programs: The summer reading schedule was handed out. Harris noted there would not be an adult program this year. We did 2 years with very little participation. Sara wanted discussion on having a story-time at Mari-Linn during the summer lunch program; participating in Battle of the Books and have the materials here for the children to read; and *Reading to the Dogs*. Also Candi is starting a *Chapter Book Club* on Wednesdays. Sara will take the summer reading information to the school to be sent home in the student's Tuesday folders. Harris will meet with Salvation Army to get information on the *Tools for School* program. The event will be on August 16, 2016 at John Neal Park. Fliers will also go into the student's Tuesday folders. It was suggested a wish list be put together and from there we could find volunteers and resources.

Old Business:

Cultural Passes: There was discussion on cultural passes for our patrons to check out. The *Kroc Center*, *YMCA Pool* (Stayton), *Portland Chinese*, *Northern Lights*, *AC Gilbert House* and *Oregon Gardens* were mentioned. Brenda stated she would check into these using the Youth Benefit Golf Tournament Grant.

WiFi: Doug was researching this with CCRLS, to purchase one for the library. This will be set on a timer.

Budget: The totals the Board proposed have been sent to City Recorder Micki.

Library Aide Stella Cruson: Stella was hired and has been training.

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Vacant Library Board Position: Tammy motioned to extend the application deadline to Sept. 9, 2016 to allow for the summer break. Candi seconded. Motion approved.

New Business:

Increase Library Aide Hours: The Board discussed increasing the Library Aide hours so there will be 2 persons working at a time to allow the Librarian to do other things without interruption. Candi motioned to increase the Library Aides' hours up to max. 480 hours per year. The hours are to allow Stella to work 1 day a week when the Librarian is working, and the remainder for use as on call for vacations and sick times, so the library will stay opened. Heidi seconded. Motion approved. Brenda will present the proposal to City Council.

Librarian Status: Brenda reported she will have surgery and was unsure how long she will miss work. She is working with staff to have the library opened.

Outreach: Sara stated someone from Mill City asked if the library would like to have a booth for their 4th of July celebration. It was suggested the Friends could sell books. This will be brought to the Friends meeting.

Friends of the Lyons Library: Their next meeting is May 14 at 9:00am at the Library. Fund raising ideas were for a car wash, craft booths, fresh produce, etc. The Friends have agreed to purchase the PC Reservation software for the Internet computers. This will allow patrons to go straight to the computer and log on, therefore skipping the checkout at the desk.

Young Adult Collection: There was discussion on separating the junior and young adult materials. This would involve new labels and corrections in the computer, and of course having a section. This was tabled until later.

With no further business, Chair Amy closed the meeting at 8:05. The next meeting is a workshop on June 13, 2016.