

Forest Grove Library Commission  
Meeting Date – 6:30PM Wednesday, February 10th, 2021  
ZOOM Teleconference  
Page 1

*Library Commission approved minutes as presented on February 10th,  
2021*

- 1) **CALL TO ORDER AND ROLL CALL:** Pamela Bailey, Chair, called the meeting of the Library Commission to order at 6:30PM on Wednesday, February 10, 2021.

**Members Present:** Pamela Bailey, Chair; Kathleen Poulsen, Vice Chair; Kirsten Beier; Morgan Knapp; Hattie Krebsbach, Elizabeth Beechwood, Valyrie Ingram, Sam Ruder (student representative)

**Members Absent:** NONE

**Staff:** Colleen Winters, Library Director

**Council Liaison:** Mayor Truax

**Others:** None

- 2) **ADDITIONS/DELETIONS to Agenda:** none
- 3) **APPROVE LIBRARY COMMISSION MEETING MINUTES OF December 9, 2020:**

**MOTION:** Valyrie Ingram moved, seconded by Morgan Knapp, to approve the February 10, 2021 minutes as presented.  
**MOTION CARRIED** by all.

- 4) **CITIZEN COMMUNICATIONS:** None
- 5) **ELECTION OF OFFICERS:** Valyrie Ingram moved, seconded by Morgan Knapp, to reelect Pamela Bailey as Chair, Kathleen Poulson as Vice Chair, and Elizabeth Beechwood as Secretary for another term on the Library Commission. **MOTION CARRIED** by all.
- 6) **DEI FOCUS GROUPS:** The City Council is moving forward with the DEI effort (Diversity, Equity and Inclusion). A firm has been hired to engage with boards and commissions. Each board and commission will select one person from their group

**Forest Grove Library Commission**  
**Meeting Date – 6:30PM Wednesday, February 10th, 2021**  
**ZOOM Teleconference**

**Page 2**

to participate in a 90-minute focus group meeting. Hattie Krebsbach volunteered to be the Library Commission representative and Sam Ruder will be the alternate representative.

**7) INFORMATIONAL ITEMS:**

**a) FOUNDATION REPORT:** Colleen Winters shared comments about the activities of the Library Foundation of Forest Grove:

1. There have been no recent meetings for the Library Foundation

**b) FRIENDS REPORT:** Colleen Winters shared comments about the activities of the Friends of the Forest Grove Library:

1. The Friends are working with community groups to distribute books into the community.
2. Friends will purchase a new street banner for National Library Week – the 1st week in April.

**c) COUNCIL LIAISON REPORT:** Mayor Peter Truax shared comments about the recent activities of the Forest Grove City Council:

1. The Council is making significant changes to the coming Council goals and objectives. These changes were worked on at the retreat sessions and will be adopted soon.
2. DEI training and moving toward those goals
3. Emergency orders are extended to end when Governor Brown ends the States' emergency orders.
4. Homelessness is being looked into and homeless services are being explored. Funds from the housing packet by Metro's Homeless Service Packet are being distributed.

**d) LIBRARY DIRECTOR'S REPORT:** Colleen Winters reported these items:

1. Staff was at Safeway and gave out 62 books in 2 hours with bookmarks. The books were leftovers from the Summer Reading Program, bought by the Friends. Books were also delivered to Rose Grove.
2. Black History Month Programs were enthusiastically received at virtual events. Nicholas Buccola's event was viewed live by 85 people and the archived video was viewed over 420 times. Walidah

**Forest Grove Library Commission**  
**Meeting Date – 6:30PM Wednesday, February 10th, 2021**  
**ZOOM Teleconference**

**Page 3**

Imarisha's event was viewed live by 170 people and had 500+ views on the archived video. 3. Jillian will be leaving to work as the Library Supervisor @

Coffee Creek Women's Facility. Jillian started at the FG Library in December 2018 and worked with the Teen Library Council.

4. Adriana Vasquez will be leaving the library to spend time with her small children.
5. The first week of April is Library Appreciation Week – Commissioners will create a schedule to bring treats and cards to library staff during that week to show our appreciation and support to library staff.

- 8) **COUNCIL OBJECTIVE: LIBRARY SERVICES:** The Council has decided that the Library Commission should discuss/offer solutions for the objective of allowing patrons to check out materials from other places around town. This is usually done by branches or a bookmobile. Discussion ensued with several commissioners saying that they need more direction/specific information from the Council. The Library Commission will keep this issue on our agenda and area happy to research and come up with ideas on how to help underserved populations in Forest Grove and report back to the City Council.

9) **LIBRARY PLANNING:**

1. Reopening: No date has been decided yet but there will be a soft opening first. Curbside pickup will continue. Virtual services and events will continue. Inside services will be offered at limited times with 15 people in the library at a time and patrons can remain up to 30 minutes each.
2. Space Reconfiguration: Public computers will be spread throughout the building. Entrances will be by the Rogers Room and Pacific Avenue. Kiosks will be located at the entrances with staff to assist the public.

10) **COMMUNITY FEEDBACK:**

Patrons are excited to return to the inside of the library to browse.

11) **ANNOUNCEMENT OF NEXT MEETING:**

**Forest Grove Library Commission**  
**Meeting Date – 6:30PM Wednesday, February 10th, 2021**  
**ZOOM Teleconference**

**Page 4**

The next Library Commission meeting will be April 14, 2021 at 6:30pm via Zoom teleconferencing.

**12) ADJOURNMENT**

Hearing no further business, Chair Bailey adjourned the meeting at 8:00PM.

Minutes respectfully submitted by:

Colleen Winters, Library Director  
Elizabeth Beechwood, Secretary