

*Minutes are unofficial until approved by the Library Commission.
Library Commission approved minutes as amended on May 12, 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, April 14, 2021.

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

Members Absent: Valyrie Ingram (excused), Morgan Knapp (excused)

Staff: Colleen Winters, Library Director

Council Liaison: Mayor Truax

Others: None

- 2) **ADDITIONS/DELETIONS to Agenda:** none
- 3) **APPROVE LIBRARY COMMISSION MEETING MINUTES OF March 17th 2021:**

MOTION: Sam Ruder moved, seconded by Kathleen Poulsen, to approve the March 17, 2021 minutes as presented. **MOTION CARRIED** by all.

- 4) **CITIZEN COMMUNICATIONS:** None

- 5) **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. Friends' annual meeting was this evening with elections. Results are: Mike Smith (President), Susan Schubothe (VP), Katie Allnutt (Secretary), Ralph Vasey (Treasurer)

2. Friends hope to have a booksale in the fall

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

1. Objectives and goals for next year were approved at last meeting
2. Council is going through grant proposals for Community Enhancement Project and will award the grants on May 10th.
3. Urban Renewal Agency goals and objectives were approved.

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

1. The internal budget review was completed with no changes. The next step is for it to go to the Budget Committee. The budget allows for staffing and materials amounts to remain the same.
2. There is a recruitment for a new Library Assistant. The Adult Services Librarian position will be filled internally.

6) COUNCIL OBJECTIVE: LIBRARY SERVICES:

The Commission continued to discuss the Council's goal of facilitating access to library services to underserved groups in Forest Grove. Jim Jatkevicius has made a preliminary effort to gather information, including ALA identified underserved groups. Also, the Library is participating in a grant to improve library services to LatinX communities and that this information could be helpful for this project. Centro has also reached out to the library to partner with student activities.

Colleen asked Commissioners what should be done next. Commissioners suggested a book mobile option to go to underserved groups. Ride Connection/ Grovelink is also an option for delivery. Commissioners agreed that concentrating on the reopening of inside services was the top priority at this time but to revisit this topic in the future.

7) FILTERING DISCUSSION:

Public access computers will be scattered throughout the library due to social distancing. In the past, the library had decided not to use filters on these computers. Colleen would like the Commission to revisit this issue of filters/filtering for all computers, not just for the computers that will be in the Children and Young Adult areas. Colleen emailed links to Commissioners with information from the ALA regarding internet filtering.

Colleen asked the Commission to consider filtering in general and what problem would be solved, as well as opposing viewpoints that need to be looked into and the pros of filtering.

The Commission will go through the information and will think about filtering and be prepared for more in-depth discussion at the next meeting. Commissioners asked Colleen to find/share information about what other libraries are doing with their public access computers in children/young adult areas.

8) LIBRARY PLANNING:

Staff are in final stages of expanding inside services. The carpets are getting cleaned and old furniture has been removed. Reconfiguration has been going great. The opening date will be announced soon. There will be three entrances and Welcome kiosks to assist patrons. Curbside pickup service will continue. 15 people will be allowed in the building and there is a 30-minute time limit.

Exterior enhancements outside of the Rogers Room is still being considered. The Police Chief asked about how the library intends to manage people who stay all day in the enhanced area. This will have to be considered.

9) COMMUNITY FEEDBACK:

Kathleen reports that neighbors are overjoyed that curbside services will continue and another neighbor loves being able to borrow audiobooks and ebooks.

10) ANNOUNCEMENT OF NEXT MEETING:

The next Library Commission meeting will be May 12, 2021 at 6:30pm via Zoom teleconferencing.

11) ADJOURNMENT

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

Minutes respectfully submitted by:

Colleen Winters, Library Director
Elizabeth Beechwood, Secretary