Minutes are unofficial until approved by the Library Commission. Library Commission approved minutes as amended September 8, 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 June 9, 2021.

   Members Present: Pamela Bailey, Chair; Kathleen Poulsen, Vice Chair; Kirsten Beier; Hattie Krebsbach, Elizabeth Beechwood, Valyrie Ingram, Morgan Knapp

   Members Absent: Sam Ruder (student representative) - excused

   Staff: Colleen Winters, Library Director

   Council Liaison: Mayor Truax – excused absence

   Others: None

2) **PUBLIC COMMENT:** None

3) **CONSENT AGENDA:** Kathleen Poulsen moved, seconded by Morgan Knapp, to approve the May 12, 2021 minutes as amended. **MOTION CARRIED** by all.

4) **ADDITIONS/DELETIONS:** None

5) **DISCUSSION/DECISION ITEMS:**

   a) FILTERING DISCUSSION:

   Commissioners read the staff's statement on internet filtering and reviewed the documents provided by staff. Commissioners agreed to keep with the status quo until later when/if necessary, at which time they will revisit the topic.

   Colleen advised that she had reached out to Mayor Truax and student representative Sam Ruder and they had no comments to add.

   b) LIBRARY PLANNING:

   Reopening plans will be decided in the next week or so and the changes will be implemented the first week of July. The plan is to have open hours and curbside pickup hours to match. A greeter will continue to staff the welcome kiosk and the west entry will remain open. It has not been decided when furniture would go back out or how spaces will be reconfigured.

Plans for the expansion to the west entrance and space between the library and police department are moving forward. There is a vision and a scope and library staff continues to work with the City, police department to execute the plan. The vision includes enhanced landscaping and outdoor space for patrons to utilize. Questions that remain include staffing of the outdoor space and maintenance of the space.

6) B/C COMMUNICATIONS:

None

7) STAFF COMMUNICATIONS:

Colleen Winters shared information about the Library's activities.
Summer Reading is underway and will culminate with a reading and conversation with Peter Rock online.
The FG School District received money and will disburse $10K for the Summer Reading program for a new PA system for performers, hire performers, and a new Library of Things for children's STEM-related items.
The library will be involved with the meal programs with give-aways and performers.
A new staff member has been identified and will be formally hired soon. This person will fill a vacant Library Assistant position from before the pandemic. That still leaves one vacancy and staff are discussing how that position may be changed.
It's time to renew the WCCLS contract at the end of June. There will be discussion between WCCLS, City Managers, and Library Directors on how this cooperative works and how it may be change going forward.

8) COUNCIL LIAISON REPORT:

Mayor Truax could not attend the meeting but emailed highlights to the Commissioners. His highlights include: Council feedback to my last report to them about the library was very positive. Everyone is extremely glad that the library is open again, and are waxing very positive over the partnership in summer reading with the Forest Grove School District.
The budget of approximately 143-million dollars was approved by the Budget Committee last night (Tuesday, June 8). It includes a $1,425,000 budget for the library. This is, according to my fuzzy math, an increase of roughly 12% over the expiring budget. What is next is that the budget proposal will be discussed, a public hearing held, and probable adoption at the final Council meeting of the fiscal year, Monday, June 24. I don't think this figure includes any monetary input from either Friends of the Library or the Library Foundation.

9) ANNOUNCEMENT OF NEXT MEETING:

Commissioners decided that there will not be a July 2021 meeting. At the Commissioners' request, Colleen will invite City Manager Jesse VanderZanden to the August meeting. Time and date to be determined.

10) ADJOURNMENT

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

Minutes respectfully submitted by:

Colleen Winters, Library Director
Elizabeth Beechwood, Secretary