

*Minutes are unofficial until approved by the Library Commission.
Library Commission approved minutes as amended November
15, 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, October 19, 2021

Members Present: Pamela Bailey, Chair; Hattie Krebsbach, Elizabeth Beechwood, Morgan Knapp, Kirsten Beier

Members Absent: Valyrie Ingram (excused), Kathleen Poulsen (unexcused), Sam Ruder (student representative) (excused)

Staff: Colleen Winters, Library Director

Council Liaison: Mayor Truax

Others: None

- 2) **PUBLIC COMMENT:** None

- 3) **CONSENT AGENDA:** Morgan Knapp moved, seconded by Hattie Krebsbach, to approve the September 8, 2021 minutes as amended. **MOTION CARRIED** by all.

- 4) **ADDITIONS/DELETIONS:** None

- 5) **DISCUSSION/DECISION ITEMS:**

a) **Patron Access:**

Pamela Bailey presented the topic of patron access and how it's become very important /changing since the beginning of the pandemic. Colleen Winters continued the topic by stating that some patrons are back in the library, some still use the curbside pickup, some use a hybrid of the two, and some patrons have not returned. It's difficult for library staff to do any strategic planning based on patron usage right now. Staff considered asking patrons but feel like staff wouldn't be able to get good information because patrons themselves don't know what they'll want in the future. Because of that, staff recommends making small changes as time goes by to address patron access. Next month, Colleen will be participating in the WCCLS SME regarding what the libraries can do to address this issue and will report back to us.

In the meantime, Colleen asks the Commissioners to assist with some fact-finding. Each Commissioner will gather information about other

public libraries approximately the same size as the Forest Grove Library and what kind of Outreach programs those libraries are offering. She also asks Commissioners to come to the next meeting prepared with this information and what we, as patrons, feel is important about patron access.

6) B/C COMMUNICATIONS:

Morgan Knapp shared that a friend of hers has gotten a lot of her books on Kindle since the pandemic. Colleen Winters noted that WCCLS buys electronic media and tries to buy more and more but can't keep up with patron demand at this time.

7) STAFF COMMUNICATIONS:

Colleen Winters reported these items:

- a) Director's Report – Colleen commended the staff on carrying on in her absence. The Library of Things will start soon. Lily Hawley, Teen Librarian, is making the teen area more inviting by adding signage to alert adult patrons that this is a teen area. Virtual programming continues – Jim and Bob will discuss the change in how many people view the programs live and how many watch the recorded program later and how to best serve patrons.
- b) Friends of the Library – The Friends cancelled their October meeting but plan to hand out bookmarkers at the downtown Trick Or Treating event.
- c) The Library Foundation of Forest Grove – The next meeting will be in about ten days and Colleen will report on it at the next Library Commission meeting.

8) COUNCIL LIAISON REPORT:

Mayor Peter Truax shared comments about the recent activities of the Forest Grove City Council:

- a) Negotiations with grocery store owners continues. There will not be housing above the store, if it happens, so that will alleviate parking issues.
- b) Two road projects are in the works: A roundabout at Martin and Hwy 47 will begin in a year or so. A roundabout at Hwy 47/Fernhill/Maple is in discussion due to the issue of the railroad crossing and the many school busses that use that road.
- c) The levy that brings in revenue for the library will expire in June 2023. The City Council is looking into options that would keep the library at status quo or add money to the library budget. There are work sessions coming up will discuss this and polling will be done in November/December to see how voters feel about them.

9) ANNOUNCEMENT OF NEXT MEETING:

Commissioners decided that the next meeting will be November 15th at 6:30PM.

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