

Library Commission approved minutes as presented on March 9, 2022.

- 1) **CALL TO ORDER AND ROLL CALL:** Pamela Bailey, Chair, called the meeting of the Library Commission to order at 6:30PM on Monday, February 7, 2022.

Members Present: Pamela Bailey, Chair; Kathleen Poulsen, Vice Chair; Morgan Knapp, Kristin Beier, Elizabeth Beechwood

Members Absent: Hattie Kresbach, excused; Valyrie Ingram, excused; Sam Ruder, Student Representative, excused

Staff: Colleen Winters, Library Director

Council Liaison: Mayor Truax joined the meeting at 7:20pm.

Others: None

- 2) **PUBLIC COMMENT:** None

- 3) **CONSENT AGENDA:** Due to unforeseen circumstances, the minutes for the December meeting were approved at the January meeting but the members who moved and seconded were not recorded. The Commission re-approved these minutes. Morgan Knapp moved, seconded by Elizabeth Beechwood, to approve the December 9, 2021 minutes as amended. **MOTION CARRIED** by all.

Kathleen Poulsen moved, seconded by Morgan Knapp, to approve the January 12, 2022 minutes as presented. **MOTION CARRIED** by all.

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

- 5) **DISCUSSION / DECISION ITEMS**

- a) Commission Annual Retreat: Commissioners discussed plans for the annual retreat to be held in April. Pamela Bailey will send out an email to all commissioners and the student representative to see if they are comfortable meeting indoors for a longer retreat meeting. Kathleen Poulsen requested previous goals and asked Colleen to consult with library staff on how the Commission could best support staff. More discussion and decisions will be made at the March 2022 meeting as well as decisions about the planned sesquicentennial celebrations in March and Library Week (April 3-9, 2022)
- b) Teen Library Space Guidelines: Mayor Truax shared information about last month's presentation for the new Teen Library Space with the City Council

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ZOOM Teleconference
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and praised TLC as well as shared that the Library Commissioners are favorable to the concept. Colleen Winters shared that staff are working on guidelines for the YA and Childrens' areas of the library and Colleen will share this with Commissioners when it's done for their reactions and thoughts. City Manager, Jesse VanderZanden, agreed that the next steps for the new Teen Library Space is to prepare a budget. After that would be funding with some of the financial responsibility going to the City of Forest Grove and the possibility of involvement from the Library Foundation and Friends.

6) B/C COMMUNICATIONS:

Morgan Knapp reported that she took two dissection kits from the Take & Make program and praised this project.

7) STAFF COMMUNICATIONS:

Colleen Winters reported these items:

- a) Director's Report – The Library will be closed for the annual In-service day on February 21st. Staff will be moving books to start the reconfiguration of the library and new Teen Library Space. BEAR Month was held in January with 69 stuffed animals spending the night at the library. Librarian, Nathan Jones, took pictures of their shenanigans in the library. Librarian Bob Abbey got a grant to pay for a program with Taylor Stewart, "How Do You Reconcile a Lynching" to be held virtually in February 8th and added to the library's YouTube channel. There will be two Black History Month programs online and three excellent displays in the library as staff continues to promote the collection. The NASA program with Zoe Crain (former Forest Grove student who works for NASA) is available to watch on the library's YouTube channel. Jim is retiring in March – he will attend the March Library Commission Meeting. The podcast studio is seeing more activity and creation.
- b) Friends of the Library – The next Friends meeting will be on February 9th and the Friends will discuss what to do with extra donations that they can't keep. They continue to support Little Free Libraries and Anna & Abby's Library in Rogers Park with donated books. They have also expanded their sales of books in the library lobby to include two carts.
- c) The Library Foundation of Forest Grove – The Foundation will meet on February 14th.

8) COUNCIL LIAISON REPORT:

Mayor Peter Truax reported these items:

The City has published the announcement to hire a new police chief. The City purchased property just south of Forestplace Apartments that will become the East Side Park. Budgeting Season has begun and a new city budget should be approved by the end of June. February 12th is the annual Town Meeting –

it will be held virtually and the link is on the City's website.

9) ANNOUNCEMENT OF NEXT MEETING:

Commissioners decided that the next meeting will be on March 9, 2022 at 6:30PM.

10) ADJOURNMENT

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

Minutes respectfully submitted by:

Colleen Winters, Library Director
Elizabeth Beechwood, Secretary