

Library Commission approved minutes as presented on May 11, 2022.

- 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 13, 2022.

Members Present: Pamela Bailey, Chair; Kathleen Poulsen, Vice Chair; Morgan Knapp, Kirsten Beier, Elizabeth Beechwood, Valyrie Ingram, Sam Ruder, Student Representative

Members Absent: Hattie Kresbach, excused

Staff: Colleen Winters, Library Director

Council Liaison: Mayor Truax

Others: None

- 2) **PUBLIC COMMENT:** None

- 3) **CONSENT AGENDA:** Valyrie Ingram moved, seconded by Kirstin Beier, to approve the March 9, 2022 minutes as amended. **MOTION CARRIED** by all.

- 4) **ADDITIONS/DELETIONS:** Delete Election of Officers from agenda.

5) **DISCUSSION / DECISION ITEMS**

- a) Open Hours – The library plans to add four open hours per week. The start date hasn't been finalized but staff recommends Monday – Thursday open until 6:30 pm instead of 5:30 pm. Friday and Saturday will continue to be open until 5:30 pm. Starting May or June, the Rogers Room will be available for rental after library hours. The piano will be tuned as there have been requests for piano/musical recitals in the Rogers Room.
- b) Commission Annual Goal Setting: Commissioners decided that, since the pandemic continues to keep things in flux, it's still too early to create a new Strategic Plan. Commissioners reviewed 2019 goals and created 2022 goals.
- c) National Library Week: National Library Week was April 3-9th, 2022. Colleen Winters and staff thanked Commissioners for their generosity.

6) B/C COMMUNICATIONS:

Sam Ruder reported that the new Teen Library Space furniture has been approved by TLC and the Library Foundation, which will pay for this furniture.

7) STAFF COMMUNICATIONS:

Colleen Winters reported these items:

- a) Director's Report – Changes in staffing include Nathan Jones as the new Library Services Supervisor/Reference. The Youth Services Librarian position is now posted for Nathan's vacancy. A part time Library Associate position is still vacant because it involves coordinating volunteers and volunteers have not returned to the library yet. This position may be changed to a reference and programming staff person. The Library Foundation approved the funds to purchase furniture for the new Teen Space. The City is hiring an architect to plan the partition for the Teen Space as well as renovating the bathrooms into gender-neutral, family-friendly restrooms. The City will also fund these renovations. The National Centers for Family Learning provided a grant through the ALA in 2019 to the Library – the Library was chosen as a small library representative to determine library usage by the local Latinx community. The Library partner, Adelante Mujeres, will hold two focus groups to determine how this population uses the library and how the Library can become more accessible to this population. In September, there will be a Community Reads of "Tangled Up in Blue" by Rosa Brooks. The Forest Grove Police Department will pay the fee for the author to participate and Pacific University will also be a partner.
- b) Friends of the Library – No report.
- c) The Library Foundation of Forest Grove – No report.

8) COUNCIL LIAISON REPORT:

Mayor Peter Truax reported these items:

Mayor Truax and the City Council recognized Joan Vandehey, Library Associate, for her 35 years of service at the Forest Grove Library at the April 11th City Council Meeting. Presentations have been given to various civic and local groups to support and explain the replacement levy that will be on the May ballot. This replacement levy will support the Police Department, Fire Department, Library, and Parks & Recreation. The Farmers Market will open on the first weekend of May.

9) ANNOUNCEMENT OF NEXT MEETING:

Forest Grove Library Commission
Meeting Date – 6:30PM Wednesday, April 13, 2022
Rogers Conference Room/Zoom Teleconference Hybrid
Page 3

Commissioners decided that the next meeting will be on May 11, 2022 at 6:30 PM in the Rogers Room.

10) ADJOURNMENT

Hearing no further business, Chair Bailey adjourned the meeting at 8:20 PM.

Minutes respectfully submitted by:

Colleen Winters, Library Director
Elizabeth Beechwood, Secretary