

*Library Commission approved minutes as presented on
August 10, 2022.*

- 1) **CALL TO ORDER AND ROLL CALL:** Pamela Bailey, Chair, called the meeting of the Library Commission to order at 6:30PM on Thursday, June 9, 2022.

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

Members Absent: Sam Ruder, Student Representative, excused

Staff: Colleen Winters, Library Director

Council Liaison: Mayor Truax, excused

Others: None

- 2) **PUBLIC COMMENT:** None

- 3) **CONSENT AGENDA:** Kathleen Poulsen moved, seconded by Valyrie Ingram, to approve the May 11, 2022 minutes as presented. **MOTION CARRIED** by all.

- 4) **ADDITIONS/DELETIONS:** Set a time for Library Commission presentation to City Council.

5) **DISCUSSION / DECISION ITEMS**

- a) The Library Commission will request to give its presentation to the City Council on September 26th or October 24th.

6) **B/C COMMUNICATIONS:**

Chair Pamela Bailey shared that she received an email from the FG Homelessness Subcommittee regarding dates to discuss ways to ease the issue of homelessness in the area. She will forward the email to Commissioners. Hattie reported that there will be a booth at the Farmers Market on the first Wednesday of each month with information on the Sesquicentennial and the first Wednesday in October will be the City's Birthday Celebration. Library Director Colleen Winters shared that library staff discussed the Sesquicentennial and the indigenous peoples of the area and possible events for the library.

7) STAFF COMMUNICATIONS:

Colleen Winters reported these items:

- a) Director's Report – Regarding the recruitment to fill the Youth Services vacancy, 7 interviews were held with 3 in-person interviews scheduled. The in-person interview will include the applicants giving a Story Time program. Cultural Passes will be returning next month and rebranded as "Pass to Adventure." WCCLS had three significant retirements and an "Organizational Anthropologist" will be hired to evaluate the positions and how there are being utilized. On June 1st, the FG Library added an extra open hour on Monday, Tuesday, Wednesday, and Thursday. Lily Hawley reported that 274 children and teens have signed up for Summer Reading Program so far and the program is on track to meet or beat numbers from last year. The City's Budget Committee passed the proposed budget and the next step will be for the City Council to approve it. Money for the Teen Area partition and renovating the bathrooms was approved using American Rescue Plan Act (ARPA) funds. The Library's Strategic Plan hasn't been updated since 2015 and staff is looking at updating it to include services post-pandemic and unfinished projects. Colleen will bring an in-depth proposal of this updated Strategic Plan to the Commission's next meeting for Commissioners' input.
- b) Friends of the Library – The book sale was a success and raised as much in 3 days as they had been raising in week-long sales.
- c) The Library Foundation of Forest Grove – The Foundation is looking at its bylaws and infrastructure.

8) COUNCIL LIAISON REPORT:

Mayor Peter Truax was attending official meetings out of town. No report.

9) ANNOUNCEMENT OF NEXT MEETING:

Commissioners decided that the next meeting will be on August 10th, 2022 at 6:30 PM in the Rogers Room.

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