

Library Commission approved minutes as presented on December 14, 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, November 9, 2022.

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

Members Absent: Hattie Krebsbach, excused

Staff: Colleen Winters, Library Director; Carolina Velazquez, Youth Service Librarian

Council Liaison: Mayor Truax, excused

Others: None

- 2) **PUBLIC COMMENT:** None

- 3) **CONSENT AGENDA:** Kathleen Poulson moved, seconded by Valyrie Ingram, to approve the August 10, 2022 minutes as presented. **MOTION CARRIED** by all. Valyrie Ingram moved, seconded by Kathleen Poulsen, to approve the October 11, 2022 minutes as amended. **MOTION CARRIED** by all.

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

- 5) **STAFF COMMUNICATIONS**

Carolina Velazquez, Youth Service Librarian, reported these items:
Carolina has been with the Library for only 3 months but is already making contact with community partners such as Adelante and Casa Amparo regarding their needs and how the library can implement programs to meet these needs. She and Lily are creating monthly bilingual flyers to advertise programs and events for use inside of the library as well as for outreach, community boards. Carolina has also doubled the youth programs and reports that online Story Time attendance is low so it may be phased out and a Spanish language Story Time added. She has many more ideas that are in the very preliminary stages at this time. The Commission recognized Carolina's efforts and accomplishments so far and looks forward to hearing more about Youth Services in the future.

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Colleen Winters reported these items:

- a) Director's Report – Pamela gave the annual presentation to the City Council. The Council was enthusiastic about the library changes after Covid, the Teen Area, and how the staff was creative during the pandemic to serve patrons. Nathan put the slide presentation together for Pamela. There will be another opportunity for the Commission to present to the Council in March, 2023. The City Hall relocation to half of the Rogers Room is going well. Library staff created a banner and card, and brought treats and coffee to welcome the City staff to the library building. In the future, staff intend to reach out to the public visiting the City office with information on services that the Library provides. This is Kalapuyan Land – there will be a series of panels at Pacific University through November curated by Steph Littlebird. On November 16th at 6:30pm, there will be a livestream program that the Friends of the Library is splitting the cost with Pacific University. Statistics show that circulation continues to increase 9% higher than last October and the Library's average usage is higher than the County average by several points. More public computers are being returned to the public area to meet increased demand. Holiday in the Grove returns again this year on December 3rd and the Library will collaborate with the Police and Parks Departments for an indoor event from 10-12 with refreshments and entertainment.
- b) Friends Report – The Friends meeting was right before this Commission meeting. The Friends received a \$1,000 donation from KLA, and Intel contractor, after an Intel employee requested this donation. The proceeds from the recent Book Sale was \$4,600.
- c) Foundation Report – There have been no recent meetings.

6) DISCUSSION / DECISION ITEMS

- a) Library Planning – Library staff recognizes and acknowledges that members of the public are using libraries differently now, especially in the areas of how the public wants to be served, how the physical library building is being used, and what the role of Outreach will be in the future. Staff is working on creating a document that will direct new programming in the future. It is imperative that this document describe how staff will be approaching and implementing library services for the next 5 years and will be used to share that information with City Council, Mayor, and other stakeholders. Commissioners will need to look at the Strategic Plan and determine if a new one is needed or if the current one should be updated.

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b) Council Liaison departure – Mayor Truax’s role as the Council Liaison is ending. A new Council Liaison will be appointed in January, 2023. A celebration of Mayor Truax will be planned before the next Commission meeting and will overlap with the Friend’s meeting so both groups can celebrate Mayor Truax and all his past efforts to support the Library. Time to be decided – Colleen will talk to the Friends and Foundation as well as Mayor Truax.

7) B/C COMMUNICATIONS:

Sam Ruder, Student Representative, announced that he will be stepping away from the TLC in December to focus on college admissions and the rest of his senior year. He will also be stepping down as the Library Student Representative in December. While Sam has been involved with TLC, more than 30 teens have become involved and Leadership Meetings have been added. The Commission acknowledges Sam’s dedication to TLC and his position as the Commission Student Representative, and wishes him all the best in his bright future.

8) COUNCIL LIAISON REPORT: None

9) ANNOUNCEMENT OF NEXT MEETING:

Commissioners decided that the next meeting will be on December 14, 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, Meeting Minutes Recorder