

Forest Grove Library Commission
Meeting Date – 6:30PM Wednesday, December 14th, 2022
Rogers Conference Room/Zoom Teleconference Hybrid
Page 1

Library Commission approved minutes as presented on Wednesday, January 11, 2023

- 1) **CALL TO ORDER AND ROLL CALL:** Pamela Bailey, Chair, called the meeting of the Library Commission to order at 6:30PM on Wednesday, December 14, 2022.

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

Members Absent: None

Staff: Colleen Winters, Library Director

Council Liaison: Mariana Valenzuela, absent

Others: None

- 2) **PUBLIC COMMENT:** None

- 3) **CONSENT AGENDA:** Valyrie Ingram moved, seconded by Sam Ruder, to approve the November 9, 2022 minutes as presented.

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

Note: Before the December 14, 2022 Commission meeting commenced, Members of the Library Commission, the Friends of the Library, and the Library Foundation came together for a “Gathering of the Groups” to honor Mayor Truax and thank him for his support and advocacy of the library.

- 5) **STAFF COMMUNICATIONS**

Colleen Winters reported these items:

- a) Director’s Report – Pamela Bailey presented the 2022 Library accomplishments and 2023 goals to the City Council. The Councilor’s responses were favorable and they praised the Library staff for finding flexible ways to serve the community. The City Hall relocation project is going well and staff are happy. Staff are looking at this as an opportunity to reach more people. The circulation numbers are holding steady, there are more people coming into the building and an increased need for public computers. Circulation has increased by 9% at the Forest Grove library while the county average increase was 2%. Holiday in the Grove went well. Nathan coordinated the Library hosted event, Cocoa with a Cop with the Police Dept and the Parks & Recreation Department. There were refreshments, crafts, and live music.

- b) Friends Report – There was no meeting last month.
- c) Foundation Report – There have been no recent meetings.

6) DISCUSSION / DECISION ITEMS

- a) WCCLS Update—WCCLS provides infrastructure and database services to the Forest Grove Library using funds from the Washington County General Funds for libraries and levy money. 72% of the Forest Grove Library budget is from these WCCLS funds. Washington County announced a \$25M budget reduction with all departments making reductions. At this time, it isn't certain how WCCLS will make these reductions and how these reductions will affect the Forest Grove Library.
- b) Library Planning—Staff continues work on a plan for how library service should be provided in the future, both in and out of the building.

7) B/C COMMUNICATIONS:

Sam Ruder, Student Representative, reported that the Teen Library Council has been increasing by 2-3 members each month and they are preparing a document with expectations for members in order to provide more structure.

8) COUNCIL LIAISON REPORT: None

9) ANNOUNCEMENT OF NEXT MEETING:

Commissioners decided that the next meeting will be on January 11, 2023, 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