

Forest Grove Library Commission
Meeting Date – 6:30PM Wednesday, February 1, 2023
Rogers Conference Room/Zoom Teleconference Hybrid
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Library Commission approved minutes as presented on Wednesday, March 8, 2023.

- 1) **CALL TO ORDER AND ROLL CALL:** Morgan Knapp, Chair, called the meeting of the Library Commission to order at 6:23PM on Wednesday, February 1, 2023.

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

Members Absent: None

Staff: Colleen Winters, Library Director

Council Liaison: Mariana Valenzuela

Others: None

- 2) Recognition of Outgoing Chair, Pam Bailey – postponed until March

- 3) **PUBLIC COMMENT:** None

- 4) **CONSENT AGENDA:** Pamela Bailey moved, seconded by Valyrie Ingram, to approve the January 11, 2023 minutes as presented. **MOTION CARRIED** by all.

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

6) **STAFF COMMUNICATIONS**

Colleen Winters reported these items:

- a) Director's Report – February is Black History Month and the library will host three programs: "Here Now, We Stand" on Feb 7th, "Black Futures Farm" on the 16th, and "A Peculiar Paradise: A History of Blacks on Oregon, 1788-1940" on the 22nd. Washington County continues to have a \$25M budget deficit and WCCLS manager, Lisa Tattersal, has been directed to propose four separate budgets. News of decisions won't come until March. Colleen reported that in Jan 2023, the average circulation increase in the county was 2.3% while the Forest Grove library showed a 13.9% increase compared to January 2022. The Library will put out more public computers because of increased demand. Seven Chromebooks were purchased and circulated during Covid – only two Chromebooks are in currently in circulation, two are in the custody of police as evidence and the others weren't returned. Staff discussed this and decided to purchase more Chromebooks and continue checking them out to temporary card holders who do not have permanent residences but will restrict them to in-library use only.

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- b) Friends Report – The Friends did not meet since the last Commission meeting. They received a \$5,000 donation from a local person who works for a subsidiary of Intel. The book sale is scheduled for three days during the first week of June. Plans have not yet been made for events to celebrate the Friends 50th Year Anniversary at this time. Commissioners discussed that the Gathering of the Groups' theme could be the 50th Anniversary.
- c) Foundation Report – The Foundation met on January 31st and discussed inviting Mayor Wenzl and the new Council members to attend a Foundation meeting. Foundation members asked the Commission to have a Gathering of the Groups sooner than the Fall and to invite the new Mayor and Council members to this event.

7) DISCUSSION / DECISION ITEMS

a) Goal Setting

1. Commissioners discussed how the Library will provide services in the future – what the Commission's role will be, how the Commission can contribute, review staff "assumptions" and make comments/suggestions. The meeting schedule for 2023 was set.
2. Commissioners discussed the 2023 Goals and a new Goal Plan was created. Elizabeth will format the document and send it to Colleen and Morgan Knapp. Formal Goal Setting document will be presented at March meeting.

8) B/C COMMUNICATIONS:

None.

9) COUNCIL LIAISON REPORT:

Council Liaison Mariana Valenzuela reported that Forest Grove has the most Boards and Commissions of any city in Washington County and there was a suggestion to merge some of those not required by law. The Council is considering combining some of these and also looking at how many members should serve on each. There will be a subcommittee of the City Council to decide how to go about deciding which to merge and which must stay by law. The Library Commission will not merge with any other entities.

10) ANNOUNCEMENT OF NEXT MEETING:

Commissioners decided that the next meeting will be on March 8, 2023 at 6:30pm.

11) ADJOURNMENT

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

Minutes respectfully submitted by:

Colleen Winters, Library Director
Elizabeth Beechwood, Meeting Minutes Recorder