

FOREST GROVE LIBRARY COMMISSION
MEETING DATE – 6:30PM TUES JAN 10, 2017
ROGERS CONFERENCE ROOM
PAGE 1

<i>Library Commission approved minutes as presented on Mon Feb 6, 2017.</i>

1. CALLED TO ORDER AND ROLL CALL:

Pamela Bailey, Chair, called the meeting of the Library Commission to order at 6:30PM on Tuesday Jan 10, 2017.

Members Present: Pamela Bailey, Chair; Doug Martin; Jon Youngberg, Secretary; Kathleen Poulsen, Vice-Chair; Nickie Augustine; Mitchell Faris, Student;

Members Absent: Elizabeth Beechwood;

Staff: Colleen Winters, Library Director

Council Liaison: Timothy Rippe

Others: None

2. ADDITIONS/DELETIONS: None.

3. APPROVE LIBRARY COMMISSION MEETING MINUTES OF (Jan 4, 2017, etc.):

MOTION: Nickie moved, seconded by Doug, to approve the Jan 4, 2017, Dec 29, 2016, Nov 17, 2016, and Nov 10, 2016 minutes as amended. **MOTION CARRIED** by all.

4. CITIZEN COMMUNICATIONS: None.

5. INFORMATIONAL ITEMS:

5a. FOUNDATION REPORT: Colleen Winters shared comments about the activities of the Library Foundation of Forest Grove:

- a) No recent board meetings. Next meeting is scheduled for Jan 23, 2017.
- b) See the Library Foundation of Forest Grove's web site (www.fglf.org).

5b. FRIENDS REPORT: Colleen Winters shared comments about the activities of the Friends of the Forest Grove Library:

- a) No recent board meetings were held, due to inclement weather.
- b) Online book sales continue to do very well for the Friends.
- c) The Friends web site is at: fglibraryfriends.org.

**FOREST GROVE LIBRARY COMMISSION
MEETING DATE – 6:30PM TUES JAN 10, 2017
ROGERS CONFERENCE ROOM
PAGE 2**

5c. COUNCIL LIAISON REPORT: Timothy Rippe shared comments about the recent activities of the Forest Grove City Council:

- a)** At the January 9, 2017 City Council meeting, Pamela's talk on proposed library policy changes was bumped because of the long public hearing on possible "Sanctuary City" designation for Forest Grove.
- b)** The Forest Grove Post Office is moving to a new & better location (the old NAPA auto parts store) one block from the library. Remodeling and renovating are in progress. New location has better and safer parking situation.
- c)** The City Council's annual retreat has been scheduled in the next month or so. Goals and objectives to be set for 2017.
- d)** The Annual Town Meeting (ATM) will be held Sat Jan 28, 2017 at 9 AM in the City Auditorium. Themes this year are: "What is a Full-Service City?" and "What are the essential services for a Full-Service City?"
- e)** Budget Committee considering options for new local option levy to go into effect July 1, 2018. Time to start thinking about levy tax rate for public vote. Demand for services is expanding, population is growing, desired "reserve" balance, etc.

5d. LIBRARY DIRECTOR'S REPORT: Colleen Winters reported these items:

- a) January is BEAR month.** Be enthusiastic about reading!
- b) "Jack and the Dragon" special performance** by the Oregon Shadow Theatre on Wed Jan 25, 2017 at 6:30 PM.
- c) Star Wars program.** 2 to 3:30 PM Saturday Jan 28, 2017. Games, crafts, trivia, costumes, and refreshments.
- d) Three new self-checkout machines** will arrive soon and be installed, coordinated with WCCLS. Two will replace the two old machines by the main circulation desk, plus one new self-checkout machine for use in the Children's Library. The new self-checkout machines will accept credit cards with chips. Funding for the three new machines came from WCCLS.
- e) Digitization Project for Oral Histories.** The library is working with Pacific University on a digitization project for oral histories located in the Stewart History Room. Pacific received a Library Services and Technology grant enabling inventorying and digitizing all of the known oral history recordings in the county from libraries, historical societies, and other community organizations which will eventually be made available on the University Archives website.
- f) History, Art, Music and McMenamins.** The next Friends Cultural Series talk will be held Tues Jan 17 2017 at 6:30 PM.
- g) New web site for City of Forest Grove.** We are urged to check out new design for City web site, including for the library. Reminded that Library Commission agendas and minutes will need to be posted, and be more current on the new web site.
- h) City of Forest Grove inclement weather policy.** Employee safety is

**FOREST GROVE LIBRARY COMMISSION
MEETING DATE – 6:30PM TUES JAN 10, 2017
ROGERS CONFERENCE ROOM
PAGE 3**

considered to be very important.

i) Library Policy presentation moved to Mon Jan 23. The Jan 9, 2017 presentation by Pamela discussing City Council future approval of Exhibit and Behavior policies was postponed to Mon Jan 23, 2017. It would be nice for Library Commission members to attend this City Council meeting.

6. DISCUSSION OF ITEMS:

Weather concerns end meeting early. Beginning of snow emergency postponed the rest of the Library Commission meeting.

7. ANNOUNCEMENT OF NEXT MEETING:

The next Library Commission meeting will be held on Tues Feb 7, 2017 at 6:30PM in the Rogers Room of the Forest Grove City Library.

8. ADJOURNMENT:

Hearing no further business, Chair Bailey adjourned the meeting at 7:30PM.

Minutes respectfully submitted by:

Jon Youngberg, Library Commission Secretary