

**Gladstone Public Library Board Meeting Agenda
June 4, 2019
6:30 pm**

Location: City Hall Council Chambers

Topic	Time	Information Discussion Decision	Lead
Library Board Meeting Call to Order	6:30 pm		Gary
Approval of May Meeting Minutes	6:30 pm	Decision	Gary
Reports: a) Director's Report b) City Council c) Library Foundation d) LDAC Report e) Gladstone Library Task Force f) Concord Property and Library Planning Task Force	6:35 pm	Information Information Information Information Information	Mitzi Neal Nancy? Natalie Everyone Gary
New Business	7:15 pm		
Sharing Session	If time	Information	Everyone
Adjourn	7:30 pm		Gary
Next Meeting: July 2, 2019			

GLADSTONE PUBLIC LIBRARY BOARD MEETING MINUTES of May 7, 2019

Meeting was called to order at approximately 6:30 PM.

PRESENT:

Chair Gary Bokowski, Margaret Bertalan, Natalie Smith, Michael Milch, Libby Spencer, Nancy Eichsteadt, Dr. Bryce Colson

ABSENT:

None.

Also Present: Councilor Reisner; Mitzi Olson, Gladstone/Oak Lodge Library Director

Call to Order/Self-Introductions

Approval of April 2019 Meeting Minutes:

There was discussion regarding changes to the minutes and the need for members to say their names before speaking to assist the transcriptionist.

Libby Spencer made a motion to approve the minutes with the corrections mentioned. Motion was seconded. Motion passed unanimously.

REPORTS:

Director's Report:

Ms. Olson said they launched their online Cultural Pass software during the first part of April and it is doing pretty well and everyone seems to like the convenience of being able to get their passes online and not having to go to the library to get them or return them.

They started a new children's story time on Saturdays and it's doing pretty well but they will be doing more promotions to see if they can get a larger audience.

The craft classes are doing well – they are getting between 10-12 people attending them. There have been people signing up and then not attending – so they will be looking into how to improve that process. They could potentially move the classes over to the Senior Center if they get enough interest.

They are getting ready for the summer reading program that starts June 1st. They are working on the contracts and background checks for the performers. They will be doing the programs in conjunction with them serving lunch at the Children's Center so that families can have lunch and then see the performance. They will hold them on the same day of the week each time. They use some of their grant funds to purchase books to give away to kids.

The City of Gladstone and County administration are working together to put together an IGA that will direct how the transfer happens. It will be completed sometime after July 1st. The Library Board will be able to review the IGA before it is finalized.

There was a meeting this morning to meet with the candidates who are interested in submitting a proposal for the RFP. It gave them a chance to look at the property, ask questions, etc. The proposals are due by May 23rd. They are working on a selection committee for the task force for Gladstone – it was determined that there will be two Gladstone representatives. Ms. Olson said she wants this to be a successful library and one that is built for this community – she wants input and a strong relationship with the community.

The task force meeting will be held tomorrow at 5:30 at the Senior Center.

City Council:

Councilor Reisner said the plan is for City Hall to be vacated next summer. He spoke about the design of the Beaverton Library.

Library Foundation:

Margaret Bertalan said at the last meeting they mainly discussed the plant sale (happening Friday and Saturday this weekend).

The book sale will be held the first weekend in August. They will try to save some of the boxes and reuse them. The shed is completely full so they will start storing books at the Senior Center. They will not accept magazines.

The benefit/rummage sale will be held on July 12th and 13th at a private residence.

They received a grant for \$1,000 from the Literacy Group to buy give-away books.

They discussed ideas for more fund raisers.

The tours of other libraries (possibly Milwaukie and Sellwood) have been postponed until September.

LDAC:

Natalie Smith said the main focus of the last meeting was finalizing the reporting structure and how they were going to run the sessions and select the people who are going to be on the large task force. This task force will look at funding on a County-wide level.

Gladstone Library Task Force:

Ms. Olson said the next meeting is being held tomorrow at 5:30 at the Senior Center.

New Business:

There is a check in the amount of \$16,679.10 that was originally received from multiple donations.

Nancy Eichsteadt made a motion to give the money to the Foundation as a restricted donation that they can decide on later. Motion was seconded by Natalie Smith. Motion passed unanimously.

Nancy Eichsteadt attended the Library Conference. She said it was very well done. She talked about the sessions she attended.

There was discussion regarding a booth during the Community Festival this year. There are plans for it to be part of a bigger outreach to the community for the library plans. They could potentially bring a tablet to register people for library cards and to check out books.

Michael Milch said he feels it is important to tie the library into the parks system/programs (bird watching, story walks, etc.) – and expanding the cultural pass system. He wants us to develop a good relationship with our historical society as well.

Natalie Smith said she recently had a tour of a Ronald McDonald House near Emmanuel Hospital – they have a beautiful library but hardly any books. She would like to see some books donated from the Library Foundation after the book sale.

Adjourn:

Meeting adjourned at approximately 8:06 PM.

Next meeting scheduled for June 4th, 2019.



Libraries in Clackamas County (LINCC) DRAFT - 5/10/2019
 Strategic Direction (FY 2019-2022)

<p>Imperatives: Our primary goals as a cooperative</p>	<p>Initiatives: What we will do to meet the imperative</p>	<p>Objectives: Measuring our progress in meeting the imperative</p>
<p>PROVIDE EQUITABLE ACCESS: Remove barriers to access for our diverse and geographically dispersed communities</p>	<ul style="list-style-type: none"> Implement centralized service to address already-identified need: <ul style="list-style-type: none"> Books-by-mail for homebound residents Offer eCard Develop a plan with initiatives to be implemented by all LINCC members regarding: <ul style="list-style-type: none"> Underserved populations Barriers to access Community needs Explore alternative ways to meet patron needs outside of library facilities. 	<ul style="list-style-type: none"> Centralized homebound/books by mail – FY 20/21 eCard exploration and implementation – FY 19/20 During FY 20/21, LINCC Directors Group will select and implement common initiatives and measures for implementation by FY 21/22. Starting with FY 21/22, we will measure progress towards equitable service delivery using LINCC common measures.
<p>COMMIT TO YOUTH: Champion educational, developmental, and social support for all youth (birth – teens)</p>	<ul style="list-style-type: none"> Investigate solutions for already-identified need for: <ul style="list-style-type: none"> District-wide youth services coordination Develop a plan with initiatives to be implemented by all LINCC members regarding: <ul style="list-style-type: none"> Currently-provided youth services and programs throughout LINCC Gaps, overlaps, and opportunities in District-wide services Potential partners (schools, non-profits, service groups) Be the leaders in early literacy to support school readiness, social development, and lifelong learning. Strengthen services and support for elementary and middle-school children. Provide fun, safe, inviting programs for teens. 	<ul style="list-style-type: none"> Centralized youth services coordination – FY 21/22 During FY 20/21, LINCC Directors Group will select and implement common initiatives and measures for implementation by FY 21/22. Use Project Outcome surveys to compare ourselves nationally to other libraries in the area of supporting early literacy. (FY 20/21) Starting with FY 21/22, we will measure progress towards commitment to youth using LINCC common measures.
<p>CONNECT COMMUNITIES: Provide all ages with opportunities for cultural engagement, lifelong learning, and social activities</p>	<ul style="list-style-type: none"> Investigate solutions for already-identified need for: <ul style="list-style-type: none"> Sufficient and flexible programming and community meeting space Develop a plan with initiatives to be implemented by all LINCC members regarding: <ul style="list-style-type: none"> Currently-provided services and programs throughout LINCC Gaps, overlaps, and opportunities in District-wide services Potential partners (businesses, non-profits, service groups, government agencies) Serve as a “third place” for: <ul style="list-style-type: none"> Safe and respectful place for community conversations Connecting with others in an increasingly-isolating world Seniors, family, and intergenerational activities Exploration and discovery for all ages Help all ages learn new and evolving technologies 	<ul style="list-style-type: none"> Successful completion of a programming and community meeting space survey (include with facilities assessment). (FY 19/20) During FY 20/21, LINCC Directors Group will select and implement common initiatives and measures for implementation by FY 21/22. Create assessment to determine how successful libraries are in serving as a “third place.” (FY 20/21) Use Project Outcome surveys to compare ourselves nationally to other libraries in the area of supporting people learning new and evolving technologies. (FY 20/21) Starting with FY 21/22, we will measure progress towards connection to communities using LINCC common measures.

Libraries in Clackamas County (LINCC) **DRAFT - 5/10/2019**
 Strategic Direction (FY 2019-2022)



Imperatives: Our primary goals as a cooperative	Initiatives: What we will do to meet the imperative	Objectives: Measuring our progress in meeting the imperative
ENHANCE USER EXPERIENCE: Retain local identity while providing a consistent experience.	<ul style="list-style-type: none"> Investigate solutions for already-identified need for: <ul style="list-style-type: none"> Public relations and promotion Explore and identify new opportunities for inter-library cooperation and centralized coordination Formalize processes for decision making and implementation of LINCC-wide practices and procedures that benefit all Formalize processes for proposals and recommendations from committees 	<ul style="list-style-type: none"> By end of FY 20/21, formal documentation of agreed upon practices and procedures will be created and used by all LINCC members. Create a timeline to address new initiatives. Create assessment to determine how successful libraries are in providing consistent services (FY 21/22).
ENSURE SUFFICIENT FUNDING: Obtain sustainable, sufficient funding for services, staffing, programming, and facilities	<ul style="list-style-type: none"> Conduct District-wide facility assessment to identify: <ul style="list-style-type: none"> Current state and adequacy of facilities Anticipated future facility needs including ongoing sustainability of facilities Staff assessment Summarize assessments [from Initiatives above] to demonstrate shortfall of current revenue resulting in service reductions and limitations Compare funding models and levels for comparable systems/districts/etc. Advocate that the IGA incorporate the most recently adopted OLA Standards for Public Libraries. 	<ul style="list-style-type: none"> Complete and analyze assessment of existing facilities and anticipated facility needs (FY 19/20). Complete and analyze assessment of staffing needs (FY 19/20). Complete comparison of funding models and level for comparable systems/districts/etc. (FY 19/20). The successful inclusion of the most recently adopted OLA Standards for Public Libraries into the Library District IGA (FY 21/22).