

**Gladstone Public Library Board Meeting Agenda  
July 7, 2020  
6:30 pm**

**Location: Virtually Via Zoom**

<b>Topic</b>	<b>Time</b>	<b>Information Discussion Decision</b>	<b>Lead</b>
Library Board Meeting Call to Order	6:30 pm		Gary
Approval of February Meeting Minutes	6:30 pm	Decision	Gary
<b>Reports:</b> a) Director's Report b) City Council c) Library Foundation d) LDAC Report e) New combined Library Board f) Gladstone Library Task Force g) Concord Property and Library Planning Task Force	6:35 pm	Information Information Information Information Discussion Information Information	Mitzi Neal Mitzi Natalie Gary Nancy Gary
Sharing Session	If time	Information	Everyone
Adjourn	8:00 pm		Gary
Next Meeting: August 4, 2020			



## GLADSTONE PUBLIC LIBRARY BOARD MEETING MINUTES of June 2, 2020

Meeting was called to order at 6:35 PM (Via Zoom)

### **PRESENT:**

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

### **ABSENT:**

None

Also Present: Mitzi Olson, Gladstone/Oak Lodge Library Director; Neal Reisner, City Council/Liaison

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### **Call to Order/Self-Introductions**

#### **Approval of February and May 2020 Meeting Minutes:**

*Michael Milch made a motion to approve the February 2020 meeting minutes. Natalie Smith seconded the motion. Motion passed unanimously.*

*Natalie Smith made a motion to approve the May 2020 meeting minutes. Motion was seconded by Michael Milch. Motion passed unanimously.*

### **REPORTS:**

#### **Director's Report:**

Ms. Olson said Clackamas County applied for Phase 1 of the Governor's reopen plan and was approved on May 23rd. They are now looking at offering some limited services. The directors met recently and decided that beginning June 15<sup>th</sup> the library courier service would start moving materials between libraries. They also agreed to open the book drops, but there is an option to opt out or limit days if they are not equipped to handle it. They are looking at offering a no-contact/curbside holds pick-up by appointment only starting next week. They have been mailing out holds during the closures. She went over the procedure they will follow. Patrons will still not be allowed in the buildings.

Phase 2 could potentially happen in mid-June. She said she would recommend easing into it. The first step would continue with the no-contact/curbside holds pick-ups, and potentially allow only limited access to the libraries – possibly rope off the rest of the building and let patrons use the computers by appointment only. She said the Wi-Fi works in the parking lots. She is looking into offering wireless printing services and purchasing some Chrome books and Hot Spots.

They have canceled the summer reading programs. They have started doing online story/song time on YouTube. They are giving books away in conjunction with the free lunch program. There was discussion regarding the distribution of free books, grants, etc.

#### **City Council:**

Councilor Reisner said they will be meeting via telephone next week. They are hoping to be able to meet in the new chambers in July.

There has not been a decision made regarding the demolition of the old City Hall building. Dr. Colson asked if there was something that could be done to improve the appearance of the existing library building, like a coat of paint. Ms. Olson said probably not at this time because it wouldn't be a prudent use of tax dollars. Dr. Colson said there is also a dead tree that could be a hazard – he will contact Ms. Betz.

#### **Library Foundation:**

Ms. Olson attended the meeting last night. They are talking about running out of storage for the books they've been saving. They won't be able to have the book sale this year so they are working on coming up with different ideas. The storage shed at Kraxberger is almost at capacity.

**LDAC:**

Natalie Smith said there haven't been any meetings and the soonest upcoming meeting might be in August or September.

**Gladstone Library Task Force:**

Natalie Smith said they got to see three design options from the architects based on the work session they had. They have another meeting tomorrow. Nancy Eichsteadt said they didn't get to give feedback on the designs. There was discussion regarding building designs, restroom design, parking needs/options, etc.

**Concord Property/Library Planning Task Force:**

Chair Bokowski said there were seven design options – some stand-alone libraries, some hybrids, etc. He said there is a lot of interest in this project. Some people want to use the building as a community center. He said the seismic retrofitting issue still hasn't been addressed. The next two meetings will be Q&A's. The deadline for making a decision is July 30<sup>th</sup> – but two 30-day extensions are available.

**Round Table Discussion:**

Chair Bokowski asked if there had been any discussion regarding the melding of the two library boards. Ms. Olson said very little – they looked at the language in the IGA but she doesn't believe it has been worked on yet. Chair Bokowski said Grover Bornefeld from Oak Lodge Library is advocating that representatives from the two boards should work out the details. Chair Bokowski will discuss this with Mr. Bornefeld on Thursday and advise.

Michael Milch said there have not been any meetings regarding the LDAC Task Force.

Michael Milch said he read that in San Francisco they were using 45 library staff members as contact testing staff for dealing with the Corona virus because of their expertise in research and good rapport with the community. He thought that was a positive way to use staff. Ms. Olson said that they are going to need all of their staff beginning June 15<sup>th</sup>. They are going to have a lot of work ahead.

**Adjourn:**

Meeting adjourned at approximately 7:59 P.M.

Next meeting scheduled for July 7<sup>th</sup>, 2020.