

Gladstone Public Library Board Meeting Agenda
September 1, 2020
6:30 pm
Virtually Via Zoom

Topic	Time	Information Discussion Decision	Lead
Library Board Meeting Call to Order	6:30 pm		Gary
Approval of August 4th 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 Information	Mitzi Neal Mitzi Natalie Nancy Gary
Sharing Session	If time	Information	Everyone
Adjourn	8:00 pm		Gary
Next Meeting: October 6, 2020			

GLADSTONE PUBLIC LIBRARY BOARD MEETING MINUTES of August 4, 2020

Meeting was called to order at 6:31 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; Jacque Betz, City Administrator; Kathryn Krygier, Project Manager

Call to Order/Self-Introductions

Approval of July 2020 Meeting Minutes:

Nancy Eichsteadt made a motion to approve the July 2020 meeting minutes. Natalie Smith seconded the motion. Motion passed unanimously.

REPORTS:

Director's Report:

Ms. Olson said they changed the material pick-up procedure so that now you don't have to make an appointment to drop off materials. The majority of materials have now been returned, although they are still waiting on approximately 1,000 items from Oak Lodge and 800 from Gladstone. They are still not charging fines until after Labor Day. They received the laptops and they are just now becoming available to check out. The Hot Spots have not arrived yet, but should be here any day. The printer service is now set up. There was discussion regarding the laptops. They continue to do You Tube story times. They are accepting summer reading logs at this time. They have STEM kits available to hand out along with book giveaways for people returning their summer reading logs. They continue to work on the interiors of the libraries in anticipation of reopening eventually (sneeze guards, etc.).

City Council:

Ms. Betz said that ODOT will be giving a presentation to the City Council next week regarding the proposed I-205 tolling project. They will also be discussing a "parklet" pilot program that would allow businesses on Portland Avenue to remove a parking space from the front of their business to have outdoor seating because of the COVID restrictions.

Library Foundation:

Ms. Olson said they met last night. They are talking about trying to do a pop-up sale in September or October. They will be meeting next Tuesday to try to finalize the plans. They may offer prepackaged bags for people to drive by and pick up or allow people to drive by and select which books they'd like to purchase. Chair Bokowski said that Oak Lodge is going through a wholesaler so they don't have to store or sell the books. Michael Milch suggested having sales related to specific genres of books each month. Ms. Olson will pass along that suggestion.

LDAC:

Natalie Smith said there hasn't been a meeting and none have been scheduled yet.

Gladstone Library Task Force:

No new information

Concord Property/Library Planning Task Force:

No new information.

Round Table Discussion:

Chair Bokowski said at the last committee meeting between the Gladstone and Oak Lodge library representatives several weeks ago they came up with a suggestion that has already been presented to the Oak Lodge Library Board – that they have a five-member board. He and Ms. Olson went over the justification for the decision (population and revenues contributed by the service areas). Ms. Olson said that the \$200,000/year that Gladstone is contributing is in line with what the other communities are contributing to the overall operational budget. The recommendation will be that the board will be made up of one voting member from Gladstone, one voting member from the unincorporated Gladstone service area, and three voting members from the Oak Lodge unincorporated area. This was the only way to make it proportionate.

There was discussion regarding the charge of the Gladstone Library Task Force. Ms. Olson went over the IGA. The IGA mandates that the Gladstone Library Board be dissolved by December 1, 2020, that the County Library Board be reconfigured as soon as practicable into a single new Library Board to advise on matters for both library locations, that there be proportionate representation, that the recruitments are handled by Clackamas County, and that appointments are made by the Board of County Commissioners (BCC). The only area we would have input on would be the bylaws. Natalie Smith said they need to discuss representation on LDAC once the combined Library Board is formed. Ms. Olson will check on the bylaws to make sure that is included.

Ms. Olson said they are currently gathering feedback pertaining to bylaws and have met with representatives from both library boards. County staff will make a final recommendation to the BCC and they will formally approve the bylaws and the appointments. She went over the recommended updates to the bylaws: a five member board, add two appointed non-voting liaisons to represent community interests (1 from Gladstone service area/1 from Oak Lodge service area) and that those appointments end after the construction of the new buildings, the Chair and Vice Chair be from different service areas and that they work together to create the meeting agendas, that they have two members from the Gladstone service area and two members from the Oak Lodge service area involved in the recruitment process and appointment recommendations, and how to stagger the terms.

Ms. Olson wanted to make it clear that they are starting a new combined Library Board and that all current membership terms are expiring – they are not joining an existing membership. They are starting a brand new recruitment for members and everyone is welcome to apply. They want to start the recruitment process in September in order to have everything ready to go on December 1st.

Chair Bokowski brought up the issue of where the new board would meet – he suggested alternating locations to give citizens of each community the opportunity to attend meetings.

Chair Bokowski asked everyone if they were comfortable with the new bylaws. Nancy Eichsteadt said she needed more time to review them. She thanked Dr. Colson for painting the current library last weekend. Dr. Colson said they had twenty-one volunteers helping to paint over the three days. He also needed more time to review the bylaws. Natalie Smith said she has some concerns but didn't want to express them right now. She is not feeling the equity and is a little disappointed.

Ms. Olson pointed out that she is looking for feedback and not asking for approval because they can move forward without their approval because it was already decided in the IGA – the terms were already set (proportionate representation, timeline for dissolving the current board, etc.).

Chair Bokowski said there is an omission/mistake - the charge to the Gladstone Task Force is not reflected in the charge to the Oak Lodge Property Library Task Force, there is no such thing, so there is no input from that task force in terms of library governance on any new library board, just as the reference to the governance of the Gladstone Library Board, which won't exist after November. Michael Milch said they could reshape the board to form a new advisory board/committee in Gladstone that could address issues such as parking, the relationship with the school district, the relationship with the County Library, etc. Ms. Olson said she would support the idea of creating an ad hoc/community-based group to advise on the Gladstone library because she values the community's input. Natalie Smith said her biggest concern is having things on an equal level across the board for both libraries. She thinks since it is supposed to be one library with two branches then everything should be equal. Nancy Eichsteadt agreed and said if it is not equal then Gladstone has no voice. There was further discussion regarding equity. Chair Bokowski said the representation is equal in terms of population - it is proportionate. Ms. Olson said that services at each library are different simply because of funding levels that are available to them. Kathryn Krygier suggested the Chair and Vice Chair of the Gladstone task force have a separate special meeting to discuss the issues pertaining to governance and make a recommendation to the staff and the County. It was agreed that the definition of boundaries in Article II of the bylaws is confusing.

Everyone agreed to hold a special meeting on August 24th at 6:30 P.M. in order to review and discuss the bylaws.

Ms. Krygier said the open house survey closed on Monday morning and now the data will be compiled.

Michael Milch said the County and those who are planning the new library building are trying to get some assurance that there will be no off-street parking required on that site. The parking requirements would normally require 17 parking spaces. There has been an assumption that the current library property would be used for parking, but the City has not made a commitment to that. The Planning Commission will have additional hearings on this topic this month.

Michael Milch asked Dr. Colson a question regarding the removal of the awning/boards at the current library because he had concerns regarding protection from rain when entering the building. Dr. Colson said they removed the awning because it was ripped and beyond repair and they also removed some boards because they were rotting – but nothing they removed would make things worse than it is now. Michael Milch thanked Dr. Colson and the Rotary Club for spearheading the painting project.

Ms. Olson thanked everyone for their patience during this process.

Chair Bokowski said it appears that the two library projects are still joined at the hip and Gladstone won't be able to streak out ahead and get their library completed faster. Ms. Krygier said both projects are on schedule and nobody is holding anybody up.

Adjourn:

Meeting adjourned at 8:10 P.M.

Next regular meeting scheduled for September 1st, 2020.

