



Ledding Library Board Meeting Minutes November 28, 2011 Ledding Library Pond House

Meeting called by: Library Board Chairperson, Tom Hogan

Board Members present: Mark Docken, Tom Hogan, Melissa Perkins, Ron Rasch, Colleen Schacht, Kay Sweetland Bower and Ed Zumwalt

Library Staff: Nancy Wittig, Library Circulation Supervisor

MEETING MINUTES

CALL TO ORDER – Library Board Chairperson Tom Hogan called the meeting to order at 6:30 pm.

APPROVAL OF MINUTES *Minutes will be approved at the next Board meeting.*

NEW BUSINESS

LIBRARIAN'S REPORT

City Department Heads Budget Retreat – Nancy Wittig reported that Jana Hoffman will attend the meeting with Finance Staff to talk about possible ways to cut the budget (Tri-Met \$5 million and reduced property tax revenue on the horizon) – no strict numbers yet – just discussion.

Joe's duties – are being covered by both Jana & Nancy until the new director is in place.

Nancy – LINCC Director Meetings, Board Meetings and LETF meetings

Jana – City Department Head Meetings

Jointly – Everything else

Friends Report – The Friends made \$924.61 at the Used Book Store, \$761.25 in merchandise (books, holiday table, calendars, etc.) and over \$1000 for Dorie Crooks' memorial.

Children's Library Partnership with Healthy Start of Clackamas County – Beginning December 1, families from Healthy Start will be given a coupon for a free board book upon first visit to any LINCC library. The books are paid for by the Ready to Read Grant.

Library Closed early – The Library closed at 5 pm instead of 6 pm on Wednesday, November 23rd due to a power outage. All of the new emergency lights that were installed with updated EXIT signs did turn on when the power went out.

OLD BUSINESS

Library Director recruitment and hiring – Nancy announced that Katherine (Katie) Newell of New Castle Public Library in Delaware has been hired as the new Library Director. Katie will begin her duties during the first week of January. Katie has an M.S. degree in Library Science and has served for the past seven years as the Director of the New Castle Public Library in New Castle, Delaware. During her tenure in New Castle, Katie led a \$6.5 million renovation/expansion project taking the library from 8,000 sq ft to 22,000 sq ft. Prior to her position in New Castle, Katie served in three other libraries: she directed the library in Chester, Pennsylvania for two years, was the head of the reference department for the Hagley Museum and Library in Wilmington, Delaware, and was special collections librarian for the Langston Hughes Memorial Library at Lincoln University in Pennsylvania.

PROJECT UPDATES AND PROGRESS REPORTS

Milwaukie Poetry Series Update – Tom reported that Clemens Starck presented his poetry to a standing room only crowd on November 9. Next reader is Jim Shugrue on Dec. 14. FWS reading is Jan. 21.

Library Expansion Task Force– The expansion survey ended on Friday, November 18, with over 1,000 responses tallied.

Paul Klein of the LETF committee shadowed staff David Anderson on Saturday, November 12 to see how the Library operates.

The Site Location Subcommittee met with City Planner Brett Kelter and City Engineer Brad Albert to get guidance on what the Task Force needs in the way of guidelines for future planning

Social Media/Facebook Page – City Council gave approval at meeting on Nov. 15, but City still wants Grady to train each Department (Sarah) before creating own page. Will keep asking weekly for permission to start

Information Sheet – Tom presented the latest – and last – revision of the Library Information Fact Sheet. He will place a logo on it and we can begin distributing it.

Work Plan Action Items – Tom read off the items to be done and which Board member was responsible. (attach or add list here?)

GENERAL DISCUSSION

Mark Docken reported on his findings from the LDAC meeting and distributed several handouts regarding circulation and population statistics.

Kay Sweetland presented the brochure she was working on regarding the Oregon Career Information System which was paid for by the Library. She will finalize it and have it ready to hand out soon

Ron Rasch and Mark Docken generously volunteered to sand and paint any damage to the Pond House walls after art work is displayed.

The meeting was adjourned at 8:00 pm.

NEXT MEETING DATE

Thursday, December 29, 6pm at Ledding Library Pond House