

WORK SESSION

AGENDA

WORK SESSION MILWAUKIE CITY COUNCIL NOVEMBER 3, 2009

MILWAUKIE CITY HALL

Second Floor Conference Room
10722 SE Main Street

A light dinner will be served

WORK SESSION – 5:30 p.m.

Discussion Items:

| | <u>Time</u> | <u>Topic</u> | <u>Presenter</u> | <u>Page #</u> |
|----|-------------|--|------------------------------|---------------|
| 1. | 5:30 p.m. | Library Board Interview | Mayor Ferguson | 1 |
| 2. | 5:40 p.m. | Library Board Work Program for 2009-2010 | Joe Sandfort & Board Members | 2 |
| 3. | 6:15 p.m. | Regional Committee Assignments | Mayor Ferguson | |
| 4. | 6:25 p.m. | Set Goal Setting Session | Mayor Ferguson | |
| 5. | 6:45 p.m. | Adjournment | | |

Information

Executive Session: The City Council may meet in executive session pursuant to ORS 192.660(2). All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions as provided by ORS 192.660(3) but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

Public Notice

- The Council may vote in work session on non-legislative issues.
- The time listed for each discussion item is approximate. The actual time at which each item is considered may change due to the length of time devoted to the one previous to it.
- The Council requests that all pagers and cell phones be either set on silent mode or turned off during the meeting.
- The City of Milwaukie is committed to providing equal access to information and public meetings per the Americans with Disabilities (ADA). If you need special accommodations, please call 503.786.7502 or email ocr@ci.milwaukie.or.us at least 48 hours prior to the meeting.



To: Mayor and City Council

Through: Mike Swanson, City Manager

From: Tom Hogan, Library Board Chair and Joe Sandfort, Library Director

Subject: Library Board Work Program for 2009-2010

Date: September 29, 2009

Action Requested

Review and discuss the 2009-2010 Library Board Work Program.

Background

The proposed work program is a plan for fulfilling the Library Board's responsibility to advise the Milwaukie City Council and the Ledding Library staff on library patrons' needs.

The Board's duties, under the general direction of the City Council, include: reviewing and commenting on rules and policies for the operation of the library; commenting on the acceptance or rejection of donations of real or personal property or funds donated to the library; commenting on sites for public library buildings or for location of library facilities; and other such activities.

Accomplishments Of 2008-2009.

During FY 2008-2009, the Library Board dealt with the loss and eventual replacement of one Board member. During the past year, the Library Board:

- Elected officers for the Ledding Library Foundation. The purpose of the foundation is to raise and disburse funds for the Ledding Library, for future capital expansions.

- Planned and promoted a well attended William Stafford birthday celebration event on the second Saturday in January.
- Supported the Library Director and Staff in Library operations.
- Met with engineering staff to put forth and clarify library concerns for safety, parking, and traffic issues surrounding the Library facilities. Because of the Board's efforts, two additional stop signs were placed at the intersection of SE Harrison and 21st.
- Reviewed, discussed and concurred with the proposed FY 2009-2020 library budget.
- Attended as possible city neighborhood association meetings. While at the meetings, Board members both promoted library programs and received library-related input from Milwaukie citizens.
- Planned and implemented the Milwaukie Poetry Series featuring poets who read from and discussed their work. The series had ten successful readings to capacity crowds at the Pond House, and was attended by a wide range of students and poetry fans of all age ranges from around the Portland area. Poetry readings were filmed; the readings are being shown on Willamette Falls Cable Television and are also on DVDs that can be checked out from the library. A donation request to supplement the City support raised \$1,100 for the Series. The Milwaukie Poetry Series also sponsored a writing workshop given by Vern Rutsala, a Youth Poetry Workshop at Milwaukie High School given by Paulann Petersen, an Open Mike Poetry Reading to celebrate National Poetry Month in April, a Youth Open Mike reading and a summer Poetry Picnic. As Series Coordinator I also sponsored Kenneth Alvis' Senior Project which was a Youth Poetry event and reading in the Pond House.
- Sponsored a visit by Oregon's Poet Laureate, Lawson Inada, who led a discussion of *Broken Twig* and read from his own works.
- Participated in the formulation of the City's Transportation System Plan by attending meetings and expressing concerns, monitoring discussions and by providing library-related input. Special attention was paid to monitoring traffic safety and parking issues as they relate to the library. Of particular concern was and is the ongoing safety of the intersection at SE 21st and SE Harrison.
- Continued planning in the Willamette Readers program in which local celebrities read stories to primary school students. These were taped and broadcast on local Cable Access.
- Played a crucial role in the passage of the Library District measure that was on the November, 2008 ballot.
- Chose Library Board member Mark Docken to serve on the Library District's Advisory Board to represent the City of Milwaukie.
- Assisted in the placement of art works in the Pond House.
- With help of the City Manager and city Attorney, formulated a programming Policy for the Pond House and the Ledding Library.
- Collaborated with City Staff in bringing about the opening of the Pond House Book Store.

Priorities for 2009-2010

The following is a summary of the Library Board's priorities for 2008-2009. The Board will be prepared to discuss this draft list and Council priorities at the work session.

During FY 2000-2010, the Library Board plans to:

- Assist in developing and implementing the optimum structure, funding and administration for public libraries of Clackamas County with the passage of the Library District.
- Develop contacts with other public libraries in Clackamas County and participate in a countywide dialogue about regional issues affecting library stakeholders.

Library Pond House Priorities

- Coordinate with the City to implement the infrastructure requirements necessary for the operation of the Pond House Book Store.
- Work with other stakeholders to develop and use the Library Pond House in the best manner possible. Promote ongoing improvements to the facility, to encourage its use for City and Library-related gatherings.
- Continue for a Third Season the Milwaukie Poetry Series at the Library Pond House of with a new lineup of poets conducting monthly readings. Also sponsor at least one writing workshop, one youth event and a summer Poetry picnic.
- Aspire to achieving more Board participation in The Friends of the Library's Plant Sale and Book Sale as well as the Sunday Market Book Booth. Participation at these events may include distributing fundraising materials and promoting library programs and services.
- Continue to encourage Board attendance at city NDA meetings, (Neighborhood Development Associations), to promote Library services and programs, as well as gain citizen feedback regarding Library issues.
- Continue to coordinate with the Friends of Ledding Library to promote the Library and its programs to the community as much as possible. Encourage more newspaper articles to this end. Promote and support the activities of the Friends and educate the community on all the things the Friends do for the Library.
- Continue to work with the other partners to develop and promote the Willamette Readers Series.
- Develop a fundraising strategy for long-term library needs, including through the Ledding Library Foundation. This strategy will set short term and long term fundraising goals and identify appropriate methods to be used.
- Continue the distribution of the library's monthly newsletter to all appropriate venues, including the City's Sunday Market and to neighborhood association meetings.

- Work with City staff to create and provide information for a regular column in the Milwaukie Pilot.
- Aspire to achieve an increase in donations over FY2008-2009.
- Acknowledge in a public manner donations to the library, such as with bookplates, or a special display area.

Concurrence

The Library Board and the Library Director have reviewed and concur with the draft work program.

Fiscal Impact

The work plan will require a commitment of staff resources, primarily in information distributing functions. The fiscal impact will be minimal, as present staff will absorb necessary duties into its current workload.

Work Load Impacts

The library staff will support the Board's work to accomplish the priorities listed above. The staff liaison to the Board will attend all meetings and take and distribute meeting minutes.

Alternatives

None.

Attachments

Milwaukie Poetry Series Third Season flyer.

The Milwaukie Poetry Series

- The Third Season -

7 p.m. ~ Ledding Library Pond House
2215 SE Harrison Street, adjacent to Ledding Library
Scheduled for the second Wednesday of each month.

September 9, 2009 ~ John Morrison

October 14, 2009 ~ Lex Runciman

November 11, 2009 ~ Don Colburn

December 9, 2009 ~ Scot Siegel

January 13, 2010 ~ Kathleen Halme

*February 10, 2010 ~ Penelope
Scambly-Schott*

March 10, 2010 ~ Sage Cohen

April 14, 2010 ~ B. T. Shaw

May 12, 2010 ~ Judith Arcana

June 9, 2010 ~ Paul Merchant

