



# Ledding Library Board Meeting

# Minutes

May 22, 2017

Ledding Library Pond House

Meeting called by: Krista Downs, Library Board Chair

## Attendees:

x Robin Chedister	x Ryan Healy	x Karol Miller	x Jess Stetson
x Krista Downs Chair	x Erin Lee Vice-Chair	x Jason Price	x Katie Newell, Library Director

**Guest:** Sandy Armstrong, Friends of Ledding Library President

## AGENDA TOPICS

### 1. Call to order

Krista called the meeting to order at 5:29 pm.

### 2. Introductions, new members

Round-robin of introductions for new members Robin Chedister and Jess Stetson.

### 3. Approval of minutes

The minutes from the March 27, 2017 meeting were approved as written.

### 4. Friends' Report

Sandy reported that the Plant Sale has taken in \$11,600.80 as of today. Everything sold was donated. Pat Hodgins is stepping back as the chair of the Plant Sale, so looking for volunteers to take her place. Pat has done a marvelous job with the sale and will be missed.

The Book Sale will be held June 23<sup>rd</sup> – June 25<sup>th</sup>. Sandy will pass the word on if anyone wants to volunteer.

### 5. Director's Report

- Library project update
  - It was decided to part ways with SOJ, the project manager; PlanB has taken on the project manager work through the design phase. Amy Winterowd is the principal.
  - Community Development Director Alma Flores and Finance Director Haley Fish have joined the Project Team.
  - A Technical Advisory Group (TAG) meeting of all city departments was held last week to map out how best to proceed through the maze of code, regulations and approvals.
  - The Project Team is actively pursuing the possibility of relocating the Library to another site during the construction phase.
- Radio Frequency Identification (RFID)  
David, Kim, Kelly and Kim have begun tagging new materials and certain collections; the main tagging

that has been outsourced will begin mid-June.

- By-laws review

By-laws were handed out to review and update before the annual Library Report presented to Council on July 18<sup>th</sup>. Term limits need to be corrected to reflect the two-year terms with a three-term limit that is in place now; any other revisions will be discussed at our next meeting.

6. New Business

a. Upcoming elections (at June meeting)

We will be voting on a new chair and vice chair. As per our by-laws, officers may be re-elected.

7. Old Business

There was no old business to discuss.

8. Adjournment

Krista adjourned the meeting at 6:35 pm. A group photograph was taken before members left.



Next meeting date: 5:30 pm, June 26, 2017, Pond House.

Please contact Katie Newell at 503-786-7584 or [newellk@milwaukieoregon.gov](mailto:newellk@milwaukieoregon.gov) if you cannot attend the meeting.