



**NEWBERG PUBLIC LIBRARY ADVISORY BOARD**

**MINUTES**

**October 19, 2017 7:00 P.M.**

**I. CALL MEETING TO ORDER** at 7:00 pm by former chair Kerrie Allen. Chair Paul Headley arrived at 7:03 and took over.

**II. ROLL CALL** Members: Crystal Garcia, Kerrie Allen, Paul Headley, Shane Corsetti Excused: Suzanne Meenahan Staff: Leah M. Griffith, director

**III. CONSENT CALENDAR**

- a. The Minutes of the September 21, 2017 meeting were approved
- b. Statistical Reports: The August & September, 2017 Library Use Reports were accepted.

**IV. PUBLIC COMMENTS** None

**V. BOARD COMMENTS** Paul reported on the Mayor's cabinet meeting.

**IV. BUSINESS**

1. **Scholarship Cards:** The Board Members are raising the initial \$500 to start the process. The board reviewed the application process and decided that the income level would be based upon the median household income of approximately \$30,000.
2. A survey for user and non-users with the Project Outcome model will be done in 2018. Shane will assist with his background in the area.

**VII. REPORTS**

**Library Foundation:** The Foundation approved a method to have board members contributions remain somewhat confidential. They talked about the idea of also having each board member contribute to the Foundation endowment annually. They are going to hire a graphic designer to set up the newsletter. They are planning to support a Library Week activity in April. Judi Worrall will facilitate Leah making a presentation to the City Club in 2018.

**Strategic Plan Work Plan Report:** The report was shared and reviewed by the board. The library has added or will be adding two online resources: a driver's test practice resource and online magazines.

**Library Construction Projects:** The remodel of the circulation workroom continues and recarpeting the Children's Room due to the water damage last fall is being planned and set for January.

**VIII. NEXT MEETINGS:**

**Library Advisory Board:** November 16, at 7 pm

**Board Chair report to City Council:** November 6<sup>th</sup> at 6 pm.

**IX. ADJOURNMENT** The Board adjourned at 7:50 pm and took a tour of the circulation remodel.

Submitted: Leah Griffith, Board Secretary/ Library Director

Approved: \_\_\_\_\_