



**NEWBERG PUBLIC LIBRARY ADVISORY BOARD**

**MINUTES**

**March 16, 2017 7:00 P.M.**

- I. CALL MEETING TO ORDER** at 7:00 pm by chair, Kerrie Allen
- II. ROLL CALL** Members: Crystal Garcia, Kerrie Allen, Suzanne Meenahan, Geoff Godfrey  
Paul Headley Staff: Leah M. Griffith, director
- III. CONSENT CALENDAR**
- a. The Minutes of the January, 2017 meeting were accepted. No meeting in February, 2017.
  - b. Statistical Reports: The January & February, 2017 Library Use Reports were accepted.
- IV. PUBLIC COMMENTS** No comments
- V. BOARD COMMENTS** Geoff Godfrey's position will be open July 1<sup>st</sup>. Geoff has served two terms and there are term limits according to ORS. City will start advertising in April. Geoff shared the ethics discussion held at the Mayor's Cabinet meeting. Board members are reminded that they are public officials and as such cannot receive gifts exceeding \$50 and cannot speak to election issues once an item is on the ballot.
- IV. BUSINESS**
- City Budget:** The city's budget process is in full swing. Leah has presented a budget that includes increased funds for materials as well as support for 10 year employee Amanda Lamb's MLS graduate program. The budget committee will start their deliberations on April 25<sup>th</sup>.
- VII. REPORTS**
- Library Foundation:** The Foundation held a retreat in February and really worked through a lot of issues. They are now proceeding with different members pursuing various actions such as fundraising, public relations and donor relations. They are meeting monthly and at this time are meeting in member's homes which is a great way for them to all get to know each other better.
- RFID:** RFID is complete except for some DVDs. We hope to start checking in with RFID soon
- Strategic Plan Work Plan:** It was distributed.
- Library Reorganization:** We've hired Jessica Otto as the library/office assistant and Magali Sanchez as the Latino Services librarian. Both will be starting in March. We had a lovely retirement party for Rea Andrew on February 14<sup>th</sup>. Her 27 years of service were a huge boon to the library. We're now basically changing everyone's work in some way or another as we reorganize and this will go on for a while.
- National Library Week Proclamation:** This will be on Monday April 3<sup>rd</sup> and all are invited to the City Council meeting to receive it.
- VIII. NEXT MEETINGS: Tuesday, April 18th, 2017** (Day change due to the Oregon Library Association conference being held on the normal Thursday meeting day)  
**Library Foundation:** May 10<sup>th</sup>  
**Board Chair report to city council:** April 17<sup>th</sup> at 6 pm.
- IX. ADJOURNMENT** The Board adjourned at 8:20 pm.

Submitted: Leah Griffith, Board Secretary/ Library Director

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