



NEWBERG PUBLIC LIBRARY ADVISORY BOARD

MINUTES

May 18, 2017, 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 April, 2017 meeting were accepted.
  - b. Statistical Reports: The April, 2017 Library Use Report was accepted.

IV. **PUBLIC COMMENTS** None

V. **BOARD COMMENTS** Geoff announced the upcoming Newberg Community Band.

IV. **BUSINESS**

**Board Appointment:** Three candidates applied for the open position. Michele Montgomery was unable to attend. The board interviewed Shane Corsetti and Janice Routt separately for the position. The board deliberated on the qualifications of both candidates. It was moved by Paul Headley and seconded by Suzanne Meenahan to recommend Shane Corsetti for the open position specifically noting his skills in human centered design in library planning. The motion passed unanimously. The recommendation will be made to the mayor and the position will be appointed at the June 19<sup>th</sup> city council meeting. Corsetti and Routt will be notified of the board action on May 19<sup>th</sup>.

**Board meeting in June:** The Board decided to hold an off-site retreat for the final board meeting of the year, June 15<sup>th</sup>. It will be held at the home of library director, Leah Griffith.

VII. **REPORTS**

**City Budget:** Budget meetings are completed. At this time there are no changes to the library budget as presented. It will go before Council for adoption on June 5<sup>th</sup>.

**Library Foundation:** The Foundation met on May 10th and continues to make progress on their strategic plan.

**Strategic Plan Work Plan:** It was distributed.

**RFID Library Reorganization:** Things are really setting in with the new staff. Leah shared the new staff organization chart, that also shows the various work teams. RFID tagging is almost done and we are now checking in with RFID.

VIII. **NEXT MEETINGS:**

**Library Advisory Board:** June 15th at 7 pm

**Library Foundation:** June 14th at 5:30 pm

**Library Board Appointment at City Council:** June 19th at 7 pm

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

IX. **ADJOURNMENT** The Board adjourned at 8:25 pm.

Submitted: Leah Griffith, Board Secretary/ Library Director

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