



NEWBERG PUBLIC LIBRARY ADVISORY BOARD

MINUTES

March 15, 2018 7:00 P.M.

- I. **CALL MEETING TO ORDER** at 7:00 pm by Chair Paul Headley
- II. **ROLL CALL** Members: Shane Corsetti, Suzanne Meenahan, Paul Headley Staff: Leah Griffith, director Excused; Crystal Garcia, Kerrie Allen
- III. **CONSENT CALENDAR**
  - a. The Minutes of the February 15, 2018 meeting were approved.
  - b. Statistical Reports: The February, 2018 Library Use Report was accepted.
- IV. **PUBLIC COMMENTS** None
- V. **BOARD COMMENTS** Paul reported on the Council presentation, no questions, but they listened intently. Suzanne and Kerri were in attendance. Suzanne reported that the Foundation will be adopted the Fred Meyer Rewards card program. Just waiting to confirm it is done.
- IV. **BUSINESS**
  - 1. **2018-19 City Budget:** The Budget has been finalized and the Budget committee meets in May. At this point there are no reductions and a 5% increase in the materials (book) budget.
  - 2. **Fundraising for Scholarship Cards:** We will be pursuing. Having some issues with Just Giving (online giving) and Leah is working on it.
  - 3. **A survey for users and non-users** with the Project Outcome model will be done in 2018.
  - 4. **Try Us Out/Discover the Library Program:** We are still seeing how this program may work.
- VII. **REPORTS**
  - Library Foundation:** The Foundation met on February 21<sup>st</sup>. They provided the library with an annual grant of \$18,500. It should be \$20,000 next year with the recent \$50,000 bequest that was received.
  - Strategic Plan Work Plan Report:** This will be a bimonthly report
  - Library Construction Projects:** Desk and carpet are the final projects.
  - Staff Development Day-Library closed April 27<sup>th</sup>** This will be a day out of the library for all staff. A mindfulness training as well as some team building with a paint class will be held at Windrose Conference Center. The Friends provided a grant of \$1,500 to cover all costs.
- VIII. **NEXT MEETINGS:**
  - Library Advisory Board:** Moved to April 26<sup>th</sup>
  - Library Foundation Meeting:**
  - Board Chair report to City Council:** Fall 6 pm Paul will present, other board members will attend. Griffith and Headley will confer on items to share.
- IX. **ADJOURNMENT** The Board adjourned at 8:15 pm.

Submitted: Leah Griffith, Board Secretary/ Library Director

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