

Library Commission approved minutes as presented on May 14, 2019.

1. CALLED TO ORDER AND ROLL CALL:

Kathleen Poulsen, Vice-Chair, called the meeting of the Library Commission to order at 6:30PM on Tuesday Apr 9, 2019.

Members Present: Kathleen Poulsen, Vice-Chair; Jon Youngberg, Secretary; Elizabeth Beechwood; Kirsten Beier; Matthew Hampton, Student;

Members Absent: Pamela Bailey, Chair (excused); Nickie Augustine (excused); Valyrie Ingram (excused);

Staff: Colleen Winters, Library Director

Council Liaison: Adolph “Val” Valfre

Others: Ashley Terry of CCI; Catie Beier;

2. ADDITIONS/DELETIONS:

National Library Week (completed) - discussed poster board with “favorite things” stars, inside the library – very nice and successful display.

Also, discussed idea of reducing library fines (for a short period) with non-perishable food donations for charity. This was observed at the Cornelius Library recently.

Ashley Terry of the Committee for Citizen Involvement (CCI) asked how the CCI could help the Library Commission. The 110th Birthday of the Forest Grove City Library (mentioned later) was suggested. CCI help with advertising various events at the library was also suggested.

3. APPROVE LIBRARY COMMISSION MEETING MINUTES OF Mar 19, 2019:

MOTION: Elizabeth moved, seconded by Matthew, to approve the March 19, 2019 minutes as amended. **MOTION CARRIED** by all.

4. CITIZEN COMMUNICATIONS: None.

5. INFORMATIONAL ITEMS:

5a. FOUNDATION REPORT: Colleen Winters shared comments about the activities of the Library Foundation of Forest Grove:

- a) The Foundation board considered the **Memorial Garden Project** and the **Ginsburg Memorial**. Want to be finished with plans and designs very soon. Hiring a contractor for “archway” to enter. Has drawing. City must approve. Parks Dept must maintain. Pathway and memorial stone with plaque planned. What to do with three existing trees? How much room for approved plants, design of planting, approved plant list?
- b) See the Library Foundation of Forest Grove’s web site at: www.fglf.org.

5b. FRIENDS REPORT: Colleen Winters shared comments about the activities of the Friends of the Forest Grove Library:

- a) Friends Annual Meeting will be tomorrow. Year’s achievements to be discussed. Officers elected. New board members. All members of Friends are welcome.
- b) The **Spring 2019 Used Book Sale** is scheduled for the week of April 15 – 20, 2019. Set-up for the sale will begin on Thurs Apr 11 and be done by Friday night, with take-down scheduled for April 22, 2019.
- c) Friends Board monthly meetings are usually held on the second Wednesday of the month at 5:30pm in the Rogers Room. The Board does not meet during the three summer months.
- d) The Friends web site is at: fglibraryfriends.org.

5c. COUNCIL LIAISON REPORT: Adolph “Val” Valfre shared comments about the recent activities of the Forest Grove City Council:

- a) Adopted City Council’s Goals and Objectives. Budget and City staff focus.
- b) B’s & C’s review process nearly completed.
- c) New Cornelius Library held Grand Opening recently.

5d. LIBRARY DIRECTOR’S REPORT: Colleen Winters reported these items:

- a) **WCCLS Strategic Plan** – process is nearing completion. One theme of plan might be: Relationship between WCCLS and member libraries. May be surprises.
- b) **Reservation Guidelines for Study – Meeting Spaces.** At our next meeting will discuss possible changes to guidelines for use of the library’s study rooms and meeting rooms. Reservation process – more formal than using a clipboard.
- c) **Summer Reading program.** Starts mid-May and continues through the end of August. Programs and events for all ages.
- d) **Events of interest held at the library in the last month:**
 - 1. Apr 2 – Cultural Series – John Dodge – “A Deadly Wind” – A talk and book about the 1962 Columbus Day Storm.
- e) **Events of interest planned at the library in the next month:**
 - 1. Apr 27 – Dia de Los Ninos / Children’s Day. Event needs more advertising.

2. May 4 – Star Wars event: “May the Fourth Be With You”.

6. DISCUSSION OF ITEMS:

a) 2019 Library Commission goals. First draft of document (from our Retreat) examined. Changes, additions, corrections made. A second draft will be made available before the next Library Commission meeting, in May.

b) Programming at the library. Colleen said that at a future meeting of the Library Commission programming at the library will be discussed. Major analysis of programming in progress. Why do we do it? How do we measure success? The five staff people who work on various kinds of programming (Nathan, Jim, Bob, Ariel, and Jillian) have met for the first time to discuss this. At least one more meeting is planned.

Thinking: We should be doing programming at the library, even though we don't have to. Lots of reasons why: Brings in community. Educates and interacts with community.

How to choose programming? Types of programs? Money and staff time considered. Is programming worth it? Programming for all ages?

Colleen wants staff agreement and consensus. Staff buy-in needed. A document is desired (although not a programming policy) that says: “This is how we think about programming at the Forest Grove City Library”.

c) 110th Birthday of the Forest Grove City Library in 2019. Colleen wants to hold a month-long birthday party for our library in October 2019.

First week: Local Oregon author. Author presentation. Book discussion groups.

Second week: Memorial Garden dedication

Third week: Fall Used Book Sale

Fourth week: Community Party with various events planned.

7. ANNOUNCEMENT OF NEXT MEETING:

The next Library Commission meeting will be held on Tuesday May 14, 2019 at 6:30PM, in the Library's Rogers Room.

8. ADJOURNMENT:

Hearing no further business, Vice-Chair Poulsen adjourned the meeting at 8PM.

Minutes respectfully submitted by:

Jon Youngberg, Library Commission Secretary