

SPRINGFIELD PUBLIC LIBRARY
Advisory Board Meeting Minutes
July 2, 2019

Attending: Linda, Ralene, Clyde, MaryBeth, Heather

Staff: Emily

1. Call to Order/Changes in the Agenda

Linda called the meeting to order at 5:38. Seconded by Ralene.

2. Business from the Audience

There was no business from the audience.

3. Approval of Minutes

Ralene made a motion to strike 'by Linda' under #1 & to strike the line 'Council did not approve a fine free library; we are pursuing auto renewal' from the minutes. Linda made a motion to strike 'Before school ends: Peach Jar post;'. Approval was moved by Ralene & was seconded by Linda.

4. Communications

There were no communications.

5. Library Director report

- Funding requests from the Foundation & Friends – Emily detailed the FY19 Funding Requests made to the Foundation (\$42,300) and to the Friends of the Springfield Public Library (\$14,000).
- Change to long overdue procedure and lost / damaged book procedure – Now accepting long overdue books back. Now allowing patrons to purchase replacement copies of lost / damaged books. Patrons still pay the \$5 processing fee.
- Remote book drops open – High attendance with many community partners in attendance. Councilor Woodrow gave a speech. Books had been dropped even before the ribbon cutting.
- DVD three week checkout started June 15th, Siuslaw not participating – Continuing the process of patron education regarding this change. The Springfield location will no longer lend DVDs to non-participating libraries, nor will those libraries lend DVDs to Springfield patrons.
- Lowell Library – Lowell is in the process of moving into a newer, larger library space. They would like to join the Springfield library consortium. This request has been declined at this point. Employee workload is a factor in this decision. There is a Lane Council of Libraries meeting happening on July 24th where this will be discussed further.

6. Old Business

- Remote book drops – Will return to this next month.
- Homeschool library cards included in For Every Student a Library program discussion. Check in RLID to confirm student is within the Springfield school district. Did not have quorum to vote last time – Homeschooling families pay the same taxes as families that utilize local public schools so this would be a move towards further fulfilling the original vision of the program. Linda proposed passage, all ayes no nays, motion passed.
- Amnesty week, possibly in April – Could be paired with Public Library Week in April (in addition to Summer Read Down Your Fines and Winter Read Down Your Fines) – amnesty for fines only, not lost items.
- Oregon State Library Standards, continue review, time permitting – Will return to this next month.

7. New Business:

- Library Board and Museum Committee openings being posted this week – Emily has sent the press releases, interviews begin 9/3 for the museum board positions (5 museum board positions are being filled) and 9/23 for the library board positions (3 library board positions are being filled).
- Library Board Charge – Charge states the board does not meet in the months of July and August. Changing this requires an official process of changing the Library Board Charge through the City Council.
- Museum Update – MaryBeth shared the June Museum Committee Meeting Minutes. Maddi has come up with a new exhibit schedule which has been approved (two six-month exhibits a year in the main gallery, along with several smaller cases that will change monthly, along with expanded hands on programming). Emily shared that only 15% of the museum's collection has even made it out for patrons to see and that she is hopeful that these changes will lead to greater exposure of collection materials. A longer exhibit schedule will hopefully mean that more people will be able to view each exhibit as well. The Museum Committee no longer has to report directly to the Library Advisory Board. MaryBeth will continue to share information. The Foundation is providing two interns this year so that one can serve the library and one can serve the museum.
- Website Update – Clyde shared that the website is still not up but he has seen it in progress. Update tabled for now.
- New Library Information Tri-Fold – Tabled until next month.
- Library survey of patrons and of all Springfield residents – Emily shared that the Steering Committee is interested in surveying *all* of Springfield residents (rather than just reaching current library patrons) – would this be a worthwhile project for the Library Advisory Board? The board will revisit this at next month's meeting.

8. Announcements:

- Summer Reading Update – 793 children, 473 pre-readers, 253 teens, 608 adults have signed up already!
- Next Meeting – August 6, 2019.

Motion to adjourn the meeting forwarded at 6:30PM by Linda and Seconded by MaryBeth.

Respectfully submitted,
Heather Millehrer-Huerta