

**Minutes**  
**Springfield Library Board**  
**March 5, 2019**

**Attending:** Ralene, Kristine, Clyde, Carolyn, Heather, Linda

**Council Liason:** Sean

**Staff:** Emily

**Missing:** Mary-Beth

1. **Call to Order--Ralene**
  - Ralene called the meeting to order while waiting for Linda to arrive
2. **Business from the Audience**
  - None
3. **Approval of the Minutes**
  - Heather motioned to approve the minutes, seconded by Clyde. The minutes were approved with the changes: spelling change in Clyde's name and the date.
4. **Communications**
  - None
5. **Library Director's Report**
  - Update on New Library project
    - SURVEY: 62 surveys have been completed so far; one spanish speaker couldn't complete the survey, so instead of paying to translate, they would take the information and Emily or Kristen call the person back. Wait and see how the results come out
    - Emily gave us a sheet with answers with four different questions posted at the open houses regarding the new library. Responses were varied and will be posted on the library blog. If survey comes back and people support the bond measure for \$35 Million,
  - Library advocacy day
    - Carolyn and Emily went up to the capitol for the event. Carolyn gave a report about meeting with John Lively and he seemed supportive of new library program. Emily will be going up again on March 20 to address the Economic committee that Rep. Lively is a chair of.
  - Library staff recruitment update
    - Interviews soon; New names and faces who applied for full and part-time positions. 77 applicants for full-time and 55 for part-time. Interviewing 5 for full-time and 4 for part-time. Emphasis was given on those who spoke Spanish and also who have experience with customer service.
  - Remote book drops update
    - Laying concrete for remote book drops, hope to open them in April. One at Bob Keefer Center and one at Splash.
  - Budget process updates

- Budget presentations begin end of April. Operating budget will be similar to next year. 1.9 million. Library brings in additional 90 million in grants, other donations.
- Budget process gives opportunity to share “unmet needs” with City Council; Library would like to have better security. There are many hours where there is no security when library is open and there have been problems. Other desires are more in the collection and also more staff.
- Website
  - City just did an update of their website. The library board has never had a page on the library website. Emily shared an idea of what it might look like. It would include meeting times/dates, calendars, minutes, agendas, if big resolutions are passed.
- Museum
  - OCF came to do a site visit; museum applied for a grant to buy some special museum furniture; Hoping to get RFQ for Museum renovation out into the public. Another grant written to Mills-Davis Foundation for library to offer bus passes to help Title 1 families to get to the library.

## 6. **Old Business**

- The Advisory Board continued to review the fourth section of the Oregon State Library Standards
- Fine Free Libraries
  - Statistics for Blocked patrons: 4218 of 16519 active users were blocked; Of those 4218 blocked users, 2732 had estimated fines less than \$10. 2100 were for less than \$5 and 947 were blocked for less than \$1. Also checked and 6017 of the 20225 expired uses in the system had fines less than \$10. 9551 users were blocked, meaning they have fines/fees totalling \$10 or more. Still gathering information. Sean voiced the opinion that he doesn't think that removing fines will help the election. Automatic Renewals will move forward and update will come next month.
- Calendar dates for the year--confirm
  - Dates will be up on new website

## 7. **New Business**

- Agenda Process, minutes process
  - Emily will put out a call for Agenda items the week before the meeting in order to make it a more involved process. Minutes will be taken by each member of the board, taking turns each month with recording minutes.
- OLA Conference
  - April 17-20 in Vancouver, WA

## 8. **Announcements**

- Book Sale March 8-9
- Programming
  - Upper EL program is new, geared towards older elementary school
  - Winter Reading was extended due to snow days
  - Spring Break Programming

Linda moved to adjourn the meeting, Ralene seconded. The meeting closed at 7:00 PM

Next meeting: April 2, 2019

Respectfully Submitted,  
Kristine Fuller