

# SPRINGFIELD PUBLIC LIBRARY

## Advisory Board Meeting Minutes

June 4, 2019

Attending: Kristine, Ralene, Clyde, Linda

Staff: Emily

### **1. Call to Order/Changes in the agenda**

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

### **2. There was no business from the audience.**

### **3. Approval of Minutes**

Clyde made a motion to correct Heather's motion in the minutes; approval moved by Ralene was seconded by Clyde. to approve minutes corrected and formatted by Linda.

**4. There were communications.** RG reported on survey and council response decision to not put the new library project on the ballot in November. Emily reported on the proposed auto renewal; council approved it; discussed a fine amnesty week; Christian Hill reporter followed up with another article and possibly a third report will follow. Council did not approve a fine free library; we are pursuing auto renewal.

### **5. Library Director report**

- School courier library stop: A stop for the school courier means we can send items directly out to teachers. Use ESD couriers but these are limited in what we can send. Teachers sometimes come to pick things up but this will allow us to send more out to the teachers as direct delivery with SD van. Weight limitations previously limited us as well
- Remote Book Drops Update: They are at City operations. Concrete pads are poured; should be in in about 2 weeks; Mon July 1 is the opening date; gives time to get PR out; fire department courier has committed to a 3-month trial run. Emily will work with them on the logistics; ribbon cutting, balloons and celebrating to come.
- Staff training day – June 5: Tomorrow library is closed.
- Promo-receipts, Library rewards – coming to the library. Printout receipts will state what you saved by checking out these books; can also promote events, etc. Same company does program called library rewards. You can get points for your checkouts and use at local businesses. Traveling: pull up rewards in local area. Begins in Sept a part of library card month.
- DVD three week checkout: in the works. Starts June 15; seamless except for one library in our LCOL (Lane Council of Libraries) – Suislaw's streaming is challenged so they are

worried about this extends materials time out of their circulation. They may not participate.

## 6. Old Business

- **Virginia Cartwright:** Senior Seminar will focus on the library project Jan –Jun 2020; bring project back into focus group activity to gather information and re-engage with the community. **Expert in lighting in libraries.**
- **Oregon State Library Standards – continued review with :** Section 6: Community Engagement and Advocacy Standards.
- **Website updates:** Clyde packaged everything as a PDF; forwarded the website content and is working with Amber. It may take time to get it implemented. Group photo on hold. Email link and phone numbers added for Emily and Sean.
- **Engaging East Springfield** - The Board asked at last meeting whether or not Thurston was on the table for the Eastern Springfield area to have some/one of the dynamic promotion boards tablet for engagement. They will move around seasonally; circulate. One slide is about the business, the there is also a code for Beanstack to encourage visits to the business AND the library. No business hosting a tablet at the moment; one is Bob Keefer Center. Grocery Outlet – free banana with library card! Museum, Plank Town. Vet and Lock n Key...Rest are downtown. It was decided that would be the homework for the board for the month.

BiMart - Albertson's – BigLots – potential east Springfield locations for display tablet also considering THS? St. Vincent de Paul (46<sup>th</sup> & Main)? Supervision of the equipment. July 1 debut of the return: Starting with Willamalane on the book drop. Before school ends: PeachJar post;

### ADDITIONAL IDEAS

Remote sign up events...September?

- Learn how to use digital services....
- Blue River? Get the pilot going we would seek grant money...
- New video streaming service; online
- Address postcard: Self return to proof of address...
- M-rated games: that is coming July 1.
- Fine Free Libraries: We'd like to do Amnesty week in April during national library week; read down your fines in summer and winter; that will be 3 opps to get rid of fines. Supportive in general...Sept 1 (National Library Card Month) for starting the autorenewal program; sharing the catalog with the other libraries, inter-library loans are impacted; sharing the news with those participating libraries. Messaging still TBD; due in 3 days; will auto renew unless it is on hold; Then at 7 days after overdue a notice via email; 14

days overdue, letter is mailed. Items that renew and items not; for those on hold, they will have a 2 day grace period to get the item renewed. Fine reduction increases circulation and visits. If they bring in overdue; or fine left on card...come in request it.

## **7. New Business:**

- Museum update: Looking at pursuing a Friends group. No bids on construction project for remodel. Only open for 1 week.
- Board Recruitment: Vacant position and additional positions added to bring Board to nine members per Council directive. All boards, commissions, committees are 9 members. Uniformity. Run the call for applications through the summer. Emily will post the call for applications soon.
- Homeschooler library cards included in For Every Student a Library program discussion
  - Check in RLID (Regional Land Information Database) to confirm in school district. Seeking 15K annually to run the program. LSTA (Library Services Technology Act, grant for 3 years, ending.) was for public schoolers; if they are in district, homeschoolers could qualify to participate. Vote for next meeting: Shall the library expand For Every Student a Library service to include in-district homeschoolers.
- New library info tri-fold: tabled for next meeting.
- What is the next Board task? We are looking for active participation opportunities. Different expertise. Diversity. Cultures and interests.

## **8. Announcements:**

- Summer Reading update – distributed. Kickoff coming June 18. (Soft start June 14)
- New resources in the library: video streaming (AVOD – Access Video On Demand). Foreign films and documentaries, series. Children's edition as well with PBS products.
- Next meeting: July 2<sup>nd</sup>. Fundraiser at Public House for the Museum post.

**Motion to adjourn the meeting forwarded at 7:11 PM by Clyde and Seconded by Ralene.**

Respectfully submitted,

Linda Mears