



**NEWBERG PUBLIC LIBRARY ADVISORY BOARD
MINUTES**

May 19, 2022 6:00 P.M.

- 1. CALL MEETING TO ORDER** at 6:01 p.m. by Chair, Tim O’Leary
- 2. ROLL CALL**

Board Members: Tim O’Leary, Chair; Rebecka Ratcliffe, Vice Chair and Liaison to Foundation; Kerrie De Ieso; Suzanne Meenahan
Student Commissioner: Claire Faucher
Interim Library Director: Korie Buerkle
Staff Note Taker: Audrey Smith
- 3. CONSENT CALENDAR**
 - a. Minutes for the April 28, 2022 meeting was accepted.
 - b. Library Use Report for April 2022 was accepted.

Interim Library Director stated that the library usage levels are not back to pre-COVID levels but does see growth each month. She reported that many library tours have been scheduled for school groups (averaging between 60-80 students per group) before the end of the school year.
- 4. PUBLIC COMMENTS**

None were lodged.
- 5. BOARD COMMENTS**
 - a. **Current Library Narratives.**

Vice Chair Ratcliffe stated that she enjoyed reading narratives about how much a patron loves coming to the library.
- 6. REPORTS**
 - a. **Dundee City Council: Rebecka Ratcliffe.**

Vice Chair Ratcliffe stated that she made a presentation at the May 3rd Dundee City Council meeting about the on-going desire of the Library Advisory Board, the Newberg Public Library, and the State Library to provide full-service library cards to residents of the City of Dundee (an area that has historically been described as a “service desert”). Vice Chair Ratcliffe reported that Dundee City Council members were pleased that CCRLS (Chemeketa Cooperative Regional Library Services) recently agreed to give Dundee residents a limited-service Basic Card and were amazed at the affordability of upgrading to full-service cards, at an annual cost of \$25,000, should the City of Dundee decide to enter into an agreement with CCRLS. Vice Chair Ratcliffe stated that she asked the Dundee City Council members for two things: 1) Help publicize the recent implementation of the limited-service Basic Card and 2) start a conversation on how the City of Dundee can finance the upgrade to full-service for its residents. Interim Library Director stated that she attended this meeting and committed to update the Dundee City Council on the usage of this new Basic Card.

Interim Library Director reported that she met with the Dundee Elementary School principal & secretary, the architects, and stakeholders about how the Newberg Public Library can have a presence in the new design of the elementary school remodel. Interim Library Director said she gave them ideas, such as having a satellite location in the remodeled area.

b. **Library Update: Interim Library Director.**

Interim Library Director said that the Newberg City Council approved the hiring of Will Worthey for the city manager position. She stated that the hiring process for a new library director will begin in June and the Library Advisory Board will be involved in this process. Board members agreed to discuss this topic at next month's meeting.

Interim Library Director reported that the City of Newberg's budget was approved for the next fiscal year and the library's travel and training budget will decrease.

Interim Library Director reported that the architect and the rep from Global Solarium did another walk-through of the atrium leakage to see how leaks coming from the concrete wall can be fixed. Interim Library Director said that they think the wind hitting the wall is driving the rain in and that it that it will cost between \$20,00-\$60,000 to fix. Interim Library Director said funding for this part of the atrium fix is coming from the City's Public Works department, with some contribution from the Library Friends.

Interim Library Director stated that Newberg Public Library's annual CCRLS contract was signed with the cost remaining the same. She reported that the City of Keiser's newly formed library is joining CCRLS and will be one of the larger libraries in the system. She also reported that the City of Aurora recently approved to open a community center library that could potentially join CCRLS as well.

7. **UNFINISHED BUSINESS**

a. **Rebecka Ratcliffe's resignation: All**

Vice Chair Ratcliffe submitted her resignation, effective May 20, 2022. A discussion ensued on how this resignation will affect appointing new board members at tonight's meeting. Board members agreed to appoint two people, one to fill former board member Crystal Garcia's position and another to fill Vice Chair Ratcliffe's.

8. **NEW BUSINESS**

a. **Newberg Graphic Digitization: Board Member Meenahan**

Board Member Meenahan asked if there is any new development regarding the digitization of the Newberg Graphic project that was on hold due to Covid. Interim Library Director said she will find out and update the board.

b. **Patron Appreciation: Board Member Meenahan**

Board Member Meenahan asked about the feasibility of hosting a patron appreciation event with the Library Foundation. Interim Library Director stated that she spoke with the Interim City Manager and one idea that came up is to have donuts and coffee in the library lobby. Board Member Meenahan said she will be at the next Library Foundation meeting to present hosting a joint patron appreciation event.

c. **Interviews of prospective Library Board members: All**

Interim Library Director gave each board member an applications packet and an overview on how the packet was organized. Board members agreed to the order they want to conduct the interviews in and then took 20 minutes to review the applications in the packet.

d. **Deliberation of Library Board candidates.**

Library board members narrowed the field of eight applicants using a Likert scale rubric in their interview questions. After considerable deliberation, the library board members agreed to make the following recommendations:

1. Vice Chair Ratcliffe moved to recommend Sharee Adkin to the Library Advisory Board. Board Member De Ieso second the motion. All board members agreed.
2. Board Member De Ieso moved to recommend Amanda Houston to the Library Advisory Board. Student Commissioner Faucher second the motion. All board members agreed.

9. NEXT MEETING/STEPS

Library Advisory Board:

- a. June 16, 2022
- b. July 21, 2022
- c. No August Meeting

10. ADJOURNMENT

The Library Board adjourned at 10:16 p.m.

Submitted: Korie Buerkle, Board Secretary / Interim Library Director