



**NEWBERG PUBLIC LIBRARY ADVISORY BOARD
MINUTES**

July 21, 2022 7:00 P.M.

- 1. CALL MEETING TO ORDER** at 6:59 p.m. by Chair, Suzanne Meenahan
- 2. ROLL CALL**

Board Members: Suzanne Meenahan, Chair; Claire Faucher, Vice Chair and Student Commissioner; Sharee Adkins, Liaison to the Library Foundation; Kerrie De Ieso; Amanda Houston; Tim O’Leary
Interim Library Director: Korie Buerkle
Staff Note Taker: Audrey Smith
- 3. CONSENT CALENDAR**

Interim Library Director stated that June 2022 stats are the highest since the beginning of Covid and Newberg currently has the 2nd largest circulation number among CCRLS libraries.
Board Member Adkins motioned to accept the Consent Calendar. Board Member De Ieso second the motion.

 - a. Minutes for the June 16, 2022 meeting was accepted.
 - b. Library Use Report for June 2022 was accepted.
- 4. PUBLIC COMMENTS**

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

None.
- 6. REPORTS**
 - a. **Library Update: Interim Library Director.**

Interim Library Director said she is working on a grant to send two reference librarians to attend the Guadalajara Book Fair (the largest book fair in the world for Spanish language material) from 11/26/22-12/1/22. Interim Library Director elaborated that this trip is a joint venture with the Newberg School District library.
 - b. **Strategic Plan Update: Interim Library Director.**

Interim Library Director gave updates for the objectives in the 2021-2026 Strategic Plan:
Objective A1: More repairs needed (including some resealing) to be done by Global Solarium toward the end of Aug/beginning of Sept.
Objectives A2, A3: Current strategy of using a sump pump is able to hold off flooding of the Children’s Room. After Objective A1 is complete, a more permanent solution will be reviewed.
Objectives B1, B2, B3: Library staff continuing to work and improve on these objectives.
Objectives C1, C2, C3: Newberg City Council has approved the agreement between CCRLS and the City of Newberg to provide Basic Cards to Dundee and Rural Newberg residents. However, a more permanent solution to give these residents a full use card will require the Dundee City Council to pay and join the CCRLS library district.

Board Member De Ieso stated that, technically, Objective C is complete, but emphasized that continued effort should be taken to make full use library cards permanent for Dundee and Rural Newberg residents. Interim Library Director also stated that library staff are working on outreach to different groups in its service area, beginning in October when staff will emphasize outreach to the older population.

Objectives D1, D2, D3, D4: Library staff continue to work and improve on these objectives. For example, a grant is being submitted to send two reference librarians to the Guadalajara Book Fair to curate the library's Spanish collection. Starting in September, library leadership staff will participate in the Freedom Lifted workshop on how libraries can better serve the public, with hope of making this training available to all staff if funding is available. Braille Buddy service is on hold, however, the library continues to add books in Braille to the collection.

Chair Meenahan asked how the board will be able to evaluate the progress of Objective D in 2026. Both Interim Library Director and Board Member De Ieso suggested that once the new library director is hired, discussions on research strategies to gather data can be pursued.

7. UNFINISHED BUSINESS

a. Staff and Patron Appreciation: Chair Meenahan

A discussion ensued about how the staff appreciation event will work. Some ideas that were suggested included getting gift cards for staff, a food truck catered lunch, and inviting members of the Newberg Library Friends, Library Board, and the Library Foundation. Chair Meenahan asked about a good time to hold the staff appreciation event and the Interim Library Director recommended the month of September. Chair Meenahan stated that she will bring these suggestions to the Library Foundation next Monday.

8. NEW BUSINESS

a. Review of Facility Use Policy: All

Interim Library Director proposed to table the review of the Facility Use Policy due to more research needed on the topic. Interim Library Director presented a binder to each board member that contained other library policies that may need to be updated and gave board members an overview of each policy. Board members agreed to table the review of the Facility Use Policy and to look over the other policies and decide which ones should be reviewed at the next meeting in September.

9. NEXT MEETING/STEPS

Library Advisory Board:

- a. September 15, 2022
- b. October 20, 2022
- c. November 17, 2022
- d. No meeting in December 2022

10. ADJOURNMENT

The Library Board adjourned at 8:22 p.m.

Submitted: Korie Buerkle, Board Secretary / Interim Library Director