



**NEWBERG PUBLIC LIBRARY ADVISORY BOARD
MINUTES**

March 17, 2022 7:00 P.M.

- 1. CALL MEETING TO ORDER** at 7:03 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 February 17, 2022 meeting was accepted.
 - b. Library Use Report for February 2022 was accepted.
- 4. PUBLIC COMMENTS**

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

None.
- 6. REPORTS**
 - a. **Library Foundation meeting reschedule to March 21, 2022: Vice Chair Ratcliffe.**

Vice Chair Ratcliffe stated that the Library Foundation is continuing to work on website content and has its logo picked out. She reported that this rescheduled meeting will focus on the progress of the various rebranding tasks. Interim Library Director added that a new Foundation member did come to the library to inquire about library photos and copyright material for the Foundation website. Board Member Meenahan asked Vice Chair Ratcliffe to bring up the idea again of a collaboration between the Foundation and Advisory Board to put on a library appreciation event in the near future.
 - b. **Library Friends separated from Library Foundation with new 501c3: Interim Library Director.**

Interim Library Director reported that the Newberg Library Friends has officially separated from the Library Foundation. She stated that funds from the Newberg Library Friends will go toward library building projects and funds from the Library Foundation will support library programs. Interim Library Director emphasized that when people want to donate money to the library, they will be asked to what purpose the donation is for so that the money can be given to the correct group.
 - c. **Library updates: Interim Library Director.**

Interim Library Director reported that the library is in the process of making an internal hire for a 40-hr. circulation lead. She also stated that the City of Newberg has posted a 5-hr. Circulation and Reference Desk On-Call position on its website. The Interim Library Director reported that the City Manager position is posted on the website and closes on April 8th. She said candidate interviews should be set up by the end of April and the position filled by the end of May. Interim Library Director stated that the new Latino Services Senior Librarian is doing a great job and will start weekly bilingual storytimes in April, along with translating the Summer Reading material into Spanish.

7. OLD BUSINESS

a. **Leaks in atrium not resolved: Interim Library Director.**

Interim Library Director reported that Global Solarium will return next Monday to perform a water test on the atrium. She elaborated that with the heavier rain of recent weeks, leakage has appeared again that did not show up earlier on light rain days.

b. **Intellectual Freedom issues continue: Interim Library Director.**

Interim Library Director summarized the steps she took to responded to recent direct and indirect challenges that were aimed at the library. Vice Chair Ratcliffe asked why the library would report challenges from someone who is not engaged with the library, neither as a patron nor in another capacity. Interim Library Director responded by stating that the State Library has requested these statistics.

Vice Chair Ratcliffe asked if a challenge has to be from an individual or if it can be from a group. Interim Library Director said that she will look into this distinction. Vice Chair Ratcliffe also suggested that the library should have a clear process in place for staff to direct someone who wants to express a concern to follow.

A discussion ensued among board members on how to better designate the types of challenges received so that the course of action is clear to the Board and Interim Library Director. The Library Advisory Board recommended that any public comments at a board meeting regarding the dislike of a book be directed to the book challenge process and all challenges should first be delineated as such:

Community Concern – indirect, seen on websites or social media, or 2nd hand information.

Citizen Concern – direct, a person has sent a correspondence, or spoken directly, to a library representative.

Book Challenge – direct, a person has formally filed a book challenge form.

8. NEW BUSINESS

a. **Resignation of Board Member Crystal Garcia.**

Interim Library Director informed the board that Board Member Garcia has officially resigned.

b. **Creating a plan for new board member recruitment.**

Interim Library Director elaborated on the approaches to the next board member recruitment as recommended by the Newberg City Recorder, Sue Ryan. They are:

1) Board members can ask people from a list of candidates who already applied to be on a city committee, but were ultimately not appointed, to see if they are interest in being considered for a library board position based on their current application on file.

2) Board members can ask people from the list of candidates noted in the first approach and accept applications from new candidates.

3) Board members can require anyone who is interested in the position to submit a new application.

After the Interim Library Director gave copies of the applications from the list of candidates, board members reviewed them and a discussion ensued regarding the best approach. Board Member De Ieso proposed and motioned to contact the in-district candidates from the list to invite them to apply and to post the position to receive applications from new candidates. Vice Chair Ratcliffe second the motion and all board members agreed.

Interim Library Director stated that she will get clarification on aspects of the process, such as if it is required to interview every qualified applicant and how long the application to appointment process needs to be.

c. **Training opportunities.**

Interim Library Director informed the Board that the American Library Association (ALA) has a webinar regarding library board governance during the last week of March and that she will be attending online. She stated that an email link will be sent out so that board members who are interested in the webinar can find out more information about it.

Interim Library Director informed the Board that the library will be closed next Friday, March 25th, so that library staff can attend the annual Public Library Association (PLA) Conference that is being held in Portland this year. She said that senior staff is scheduled to attend two days of the conference and all staff are going on Friday. Interim Library Director also stated that she will be presenting at her first national conference during this event on how to distribute turnaround books (weeded library books) out into the community.

Board Member Meenahan asked if there should be a follow-up after reminding the group that she received an invitation last year from the Salem Public Library Foundation chair to tour its new remodeled building and to possibly pursue future meet-ups to learn from each other. Interim Library Director suggested to the Board to put this invitation on hold until the fall since Salem Public Library is looking for a new library director.

9. NEXT MEETING/STEPS

Library Advisory Board:

- a. April 21, 2022
- b. May 19, 2022
- c. June 16, 2022
- d. July 21, 2022
- e. No August Meeting

10. ADJOURNMENT

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

Submitted: Staff note taker Audrey Smith
Korie Buerkle, Board Secretary / Interim Library Director