



**NEWBERG PUBLIC LIBRARY ADVISORY BOARD
MINUTES**

October 17, 2024 7:00 P.M.

1. **CALL MEETING TO ORDER** at 7:00 p.m. by Chair, Amanda Houston
2. **ROLL CALL**
Board Members: Amanda Houston, Chair; Katie Wharff, Vice Chair & Student Commissioner; Julia Kightly; Suzanne Meenahan; Tim O'Leary
Excused: Sharee Adkins
Library Director: Korie Buerkle
Staff Note Taker: Audrey Smith
3. **CONSENT CALENDAR**
Board Member Meenahan moved to accept the Consent Calendar. Board Member Kightly second the motion.
 - a. Minutes for the September 19, 2024 meeting was accepted.
 - b. Library Use Report for September 2024 was accepted.
4. **PUBLIC COMMENTS**
None were lodged.
5. **BOARD COMMENTS**
 - a. **Current Library Narratives.**
Library Director started to give the director's report at this time, then circled back. Board members commented on the narratives they found interesting.
6. **REPORTS**
 - a. **Library Director's Report: Library Director.**
Library Director reported the following:
 - i. Mailers About Getting Library Cards - September was Library Card Sign-Up Month and mailers were sent out to Dundee residents publicizing getting library cards. These postcards were funded by the Library Foundation.
 - ii. Circulation Supervisor Vacancy – Previous circulation supervisor took a new job in another City of Newberg department and applications for this position closed yesterday.
 - iii. State Library of Oregon Report – Library Director is finishing up the annual State Report.
 - b. **Library Foundation Report: Library Director**
Library Director stated that there is no Library Foundation report.
 - c. **Newberg Library Friends Report: Library Director.**
Library Director stated that she was not at the last meeting and there is no report.
7. **UNFINISHED BUSINESS**
 - a. **Review Adult Candidate Library Advisory Board Applications: All**
Board members reviewed the applications, then discussed and agreed on the procedures of the interviews and to keep the scoring system the same as the last round of interviews.
 - b. **Review Student Candidate Library Advisory Board Applications: All**
Library Director said that there are no student applications at this time and asked board members to invite any sophomore or junior high school students they know to apply. Library Director said this application process has not closed.

c. **Set Time For November 21st Interviews: All**

Board members agreed to start the Library Advisory Board meeting at 5:00pm, and the interviews of candidates at 5:30pm. Library Director said she will provide pizza since the meeting will begin around dinner time.

8. NEW BUSINESS

a. **Library Resource of the Month: Cozy Reading**

Library Director gave details about the Cozy Reading Program that will start on Nov. 23rd and end Jan. 4th. She said the Newberg Early Birds Rotary Foundation gave \$3,000 to fund the free books for children and teens during this program. Library Director passed around some program activity sheets for board members to look over and said the mascot this year is an otter. She stated that the program has increased in popularity during the last year couple of years and then answered questions about the program from board members.

9. NEXT MEETING/STEPS

Library Advisory Board:

- a. Thursday, November 21, 2024, 5:00 p.m.
- b. Thursday, December 19, 2024, 7:00 p.m.
- c. Thursday, January 16, 2025, 7:00 p.m.

10. ADJOURNMENT

The Library Board adjourned at 7:41 p.m.

Submitted by Audrey Smith for Korie Buerkle.