NEWBERG PUBLIC LIBRARY
BOARD MEETING
MINUTES
THURSDAY, SEPTEMBER 19, 1985

PRESENT:

BOARD MEMBERS	Judy Elliott Dorothy Rogers Terry Mahr Stew Harris
STAFF	Doreen Turpen

ABSENT: Mary Kerns

The meeting was called to order by Chairman Stew Harris at 7:45 p.m. at the Librarian's Office.

MOTION: Elliott/Mahr to approve the consent calendar as distributed. Motion carried.

LIBRARIAN'S REPORT:

BUILDING PROGRESS/FURNITURE BID: The building was reopened in August, but closed after two days because the safety of the public could not be assured with construction continuing in several areas. There are three areas of major concern that will still need to be completed in order for the building to be opened to the public again. These are replacement of the windows next to all exits with tempered glass, installation of panic hardware on the emergency exits, and hook-up of the alarm system. These items are scheduled for completion within the next two weeks and it is hoped that the library will be open to the public the week of October 8.

As a temporary means of providing service the library is taking advantage of an offer from Salem Public Library for the loan of their bookmobile. It arrived Thursday of last week and was opened to the public yesterday. It will be open 25 hours a week until the new building can be opened on the regular schedule.

Furniture bids came in under the architect's estimate and by accepting the lower bids in each bid package rather than combined bids the City was able to save over $4,000, bringing the total package to about 90% of the estimate. Contracts have been approved and signed and furniture should be on site by late November or December.

SUMMER PROGRAMS: Library Staff put together a summer reading program following the state-wide theme of "Monster Madness". Over 300 children participated. Certificates are available now and participants will also receive a coupon for a free dessert from McDonald's for their participation.

MOVING PLANS: The move into the upper level of the new building went very smoothly. Detailed plans have not yet been developed for the next stage of the move, but additional volunteers have been identified to assist staff.

PERSONNEL CHANGES: Michelle Teich submitted her resignation from the library in August. Her hours have been assigned to last year's work study youth, Michelle Carpenter. The position created by the termination of Dale Parrish has been posted. Twenty-five applications have been received. Interviewing is scheduled to take place next week.

The period of the closure of the library has been used for several staff meetings and for one day-long staff retreat with a facilitator to assist in addressing the many changes staff members have been facing.

AUTOMATION PROJECT: The regional library has selected a vendor for the implementation of automation for CCRLS. Their selection was going to the community college board this month. Representatives from the Regional Library are tentatively scheduled to make a presentation to the City Council on October 21. Board members will be notified of this meeting as it should be quite informative. One area of discussion will be the method of computing the cost for the City of Newberg to participate in this automation project.

DONATION: A $15,000 donation has been received for the purchase of books in the memory of Abbie Miles Edwards by Margaret Watt Edwards. Abbie Edwards was involved in the community drive to secure the Carnegie Grant. It is Mrs. Edwards desire that the money be held in a trust account and the interest be used for the purchase of new books or the repair of books.

Dorothy Rogers now present.

UNFINISHED BUSINESS:

MEETING ROOM POLICY: The draft policy was reviewed and some minor changes in wording were recommended by the Librarian.

MOTION: Mahr/Elliott to approve the policy, the regulations and procedures, and the application for use form with the changes indicated. Motion carried. These documents will be attached to these minutes and become a part of them.

DEDICATION PLAQUE: The wording recommended by the Board at a previous meeting has been reviewed by the City Manager and the architect has been directed to have the plaque made.

BOOK SELECTION POLICY: A committee consisting of Terry Mahr and Mary Kerns with Dorothy Rogers as an alternate was appointed to work on the creation of a materials selection policy.

NEW BUSINESS:

CCRLS CONTRACT: The contract for 1985-86 has been approved by the City Council. It is substantially the same except for an increase in the contract fee. The increase was a result of the development of a formula for determining the cost of the various services. This was a part of a study conducted by Moore/Breithaupt in 1984.

The meeting adjourned at 9:15.