

NEWBERG PUBLIC LIBRARY  
BOARD MEETING  
MINUTES  
THURSDAY, NOVEMBER 21, 1985

PRESENT:

BOARD MEMBERS

Judy Elliott  
Dorothy Rogers  
Mary Kerns  
Terry Mahr

STAFF

Doreen Turpen

ABSENT:

Stew Harris

The meeting was called to order at 7:50 p.m. after Board members had had time to tour the building.

MOTION: Rogers/Elliott to accept the consent calendar as distributed. Motion carried.

LIBRARIAN'S REPORT:

**BUILDING PROGRESS:** The paperwork designating substantial completion of the building has been signed and turned over to the contractor. Most of the items on the exclusion list have also been completed. The main things remaining are the balancing report for the heating system and a change order for replacement of the old roof. Insulation board is being installed on the roof, drainage patterns are being adjusted to prevent pooling of water, and a hot tar roof will be installed. John Webb from the State Library has completed the State's inspection for us to submit application for the last portion of the LSCA Title II construction funds. Furniture is arriving in partial shipments. The shop drawings for the Design Group furniture and bookstack tops and end panels have been received and will be reviewed immediately.

**CHILDREN'S BOOK WEEK/FRIENDS BOOK SALE:** Library staff presented two children's film programs and two preschool story times during Children's Book Week. All programs were well attended. The Library Friends conducted their book sale last week and netted over \$600.00. This was their most successful sale ever. They are planning to use some of the proceeds for shelving for the storage room, with the intent of holding future sales in the storage room, and for special programs for the dedication of the library.

**AIA AWARD:** An entry was submitted to the Southern Oregon Chapter of the American Institute of Architects for their annual awards. Announcements will be made at their annual dinner, Nov. 22.

**DONATIONS:** Publisher's Paper Company has donated an additional \$10,000 to the Library Building Fund. Presentation of the donation was made at a Council meeting held Tuesday, Nov. 19. This brings the total donation from Publisher's to over \$78,000.

**UNFINISHED BUSINESS:**

**BOOK SELECTION POLICY:** The librarian recommended that the formulation of a selection policy be considered as part of the development of a long range plan for the library, including statements of purpose of the library, evaluation of community needs, and examination of resources. She indicated that she has continued to gather policies from other libraries and has been doing some reading on the subject. The librarian recommended that the Board adopt a procedure for handling complaints as the next step in the formulation of policies. Consensus was reached that the librarian would work in this step for the next Board meeting.

**MEETING ROOM POLICY:** The librarian noted instances where groups were not strictly qualifying for use of the meeting room because of the clause that indicates all meetings must be open to the public. Some inquiries that have been received included a local club that wanted a meeting place where their board members could gather to do planning for the future; a local business that was interested in an off-plant location for a training meeting for its employees; and the school district for a location for a due process hearing.

**MOTION:** Mahr/Rogers to strike the last sentence of the first paragraph under General Considerations, p. 1 of the Meeting Room Policy. The sentence to be deleted reads: "With the exception of City Departmental staff meetings, all meetings must be open to the public."

Discussion was held on the implications of deleting the sentence. It was pointed out that the policy still contained language restricting use of the building for personal or business profit and a clause to discourage use of the room for dues paying members which would help to limit the applications for use by groups which are exclusionary.

Question was called for and the motion carried 4 - 0.

**NEW BUSINESS:**

**ART EXHIBIT PROPOSAL:** The librarian indicated that there have been two inquiries regarding the establishment of permanent rotating exhibit areas. Agnes Forbes, a local artist, has approached the library with a proposal for an exhibition of works by local artists. She has gathered information on the means by which exhibits are handled in other libraries

and has noted that she would be willing to do the work necessary to invite artists, set up the shows, and maintain them. The Viewfinders Camera Club has also contacted the librarian requesting a space that could be used for ongoing exhibits by their organization. Board members responded favorably to these requests noting that the use of the library for exhibits was one of the considerations of the planning process. The librarian was directed to work out details for the handling of exhibits.

**BUDGET PREPARATION:** The librarian noted that budget documents would probably not be received for at least another two months, but that she would like to Board to be thinking of needs and services that the library should be addressing and be able to prioritize those. This should be a part of the overall planning process for the Library and as such also has implications for the development of the materials selection policy. Board members agreed to talk with community members within the next month and to come back with notes on needs that are expressed by those within our community

**DEDICATION:** The dedication of the library has been tentatively set for the weekend of March 15, 1986. Judy, Dorothy and Mary expressed interest in working with representatives from the Library Friends in developing a program for the Dedication.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 9:45 p.m.