

NEWBERG PUBLIC LIBRARY  
BOARD MEETING  
MINUTES  
THURSDAY MAY 16, 1985

PRESENT:

BOARD MEMBERS

Judy Elliott  
Stew Harris  
Terry Mahr  
Mary Kerns  
Dorothy Rogers

STAFF

Doreen Turpen

The meeting was called to order by Chairman Stew Harris at 7:40 p.m.

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

LIBRARIAN'S REPORT:

FUND DRIVE/GRANTS: The application for the Library Services and Construction Act Title II grant was submitted in late April. Announcement of the awards will be made at the State Trustees Board Meeting on May 31. Announcement of the Oregon Community Foundation grant awards will be made in June. Recent contributions have been received from NW Natural Gas and from Portland General Electric Company. Both of these corporations made donations which will be spread over a three year period. The total from NW Natural Gas will be \$3,000 and from PGE will be \$2,500. Mr. & Mrs. Aho have made an additional contribution of \$1,000 to the brick sales for purchase of bricks to be imprinted with children's names. A bookmark contest is currently underway to determine the children whose names will appear on the bricks. The Library Friends will judge the contest.

BUILDING PROGRESS: Board members took a tour of the building to note the progress that has been made. Finish work is being undertaken in the addition. Cabinets had just been delivered, but not yet installed. Plasterboard installation is nearly completed on the upper level; plastering and painting are completed on the lower level. The time frame for completion that has been furnished by the contractor was briefly described. It appears that the move into the new portion of the library could be accomplished in mid-July.

Mary Kerns now present.

**SUMMER PROGRAM:** Staff is developing a summer reading program that can be conducted under very limiting circumstances. It will be portable and will be simplified so that it does not take too much staff time.

**1985-86 BUDGET:** The Budget Committee has approved the budget proposal as it was amended by the City Manager. He had deleted the request for an additional half-time position and had reduced the amount requested for books. There is, however the possibility of receiving some additional assistance from personnel currently assigned to other departments within the City.

**LIBRARY BUILDING PLANNING WORKSHOP:** The Librarian attended a workshop April 29 and 30 that was presented by two building planning consultants from Texas. Although our project is nearly complete they presented information that can still be helpful, particularly for maintenance and for coordinating the furniture contracts. The workshop was also helpful for gathering information that staff can use to evaluate our project.

#### UNFINISHED BUSINESS

**MEETING ROOM POLICY:** A final draft of the meeting room policy, procedures and regulations for use of the meeting rooms, and a reservation form for the use of the rooms was presented to the Board. The librarian asked that they review these documents over the next month and be ready to take action at the June meeting. The City Attorney will be asked to review the policy by that time also.

**DEDICATION PLAQUE:** Dorothy Rogers, Judy Elliott, and Doreen met on May 9 to discuss wording for the dedication plaque and for the marble piece that will go over the time capsule opening. They recommended that the plaque include the names of the Mayor, the City Manager, and the architect and that the date for dedication be set for March, 1986. This should give time for all furnishings to be in place and gets us past the worst of the winter weather. It also ties in with the dedication date of the Carnegie Building which was March 29, 1912. Board members suggested that the Librarian's name and the Project Manager's name be added to the plaque.

The following wording for the marble piece was suggested: Dedicated to our Newberg community that all may share peaceful pleasure...excitement of learning...gifts of knowledge. The written word is a mirror that reflects life. Enter and know thyself. Newberg Public Library Board, 1986.

**BOOK SELECTION POLICY:** The Librarian noted that the Intellectual Freedom Statement and the Library Bill of Rights that were adopted at the April meeting are the foundation for a book selection policy. The next steps will be to develop a

written materials selection policy that will address priorities for the development of the collection, the handling of gift materials, complaint and reconsideration procedures, among other items. City Council at its May meeting also adopted the Intellectual Freedom Statement and the Library Bill of Rights as one of the consent calendar items.

NEW BUSINESS: There being no new business the meeting was adjourned.