

MINUTES:
NEWBERG PUBLIC LIBRARY BOARD
JUNE 16, 1988

PRESENT:

BOARD MEMBERS:

Stew Harris
Judy Elliott
Mary Kerns

STAFF:

Doreen Turpen

ABSENT:

Laverne McIntosh

The meeting was called to order at 7:45 p.m. by Stew Harris

MOTION: Elliott/Kerns to approve the consent calendar. Motion carried.

Board members expressed appreciation for Stew Harris's many years of service on the library board. This was his last meeting as a board member.

LIBRARIAN'S REPORT:

AUTOMATION PROJECT: John Raineri of the Engineering Department drew plans for the PAC terminal tables. Price quotes were requested from several firms, but there was no response by deadline time. We have identified two other firms and will request price quotes from them within the next week.

LIBRARY STAFFING: The Work Study position has been filled by Shannon Marshall. We have gained one youth, Travis Rollins, through the Summer Youth Employment Program.

PROGRAMS: Preparations for the Summer Reading Program have been nearly completed. Volunteers have been very helpful in making buttons, preparing information packets, and processing the books that we are borrowing from Central School. The puppet show that has been scheduled to start the program is being handled on a ticket basis. This has been well-received by the public and helps staff to know that the audience will be well divided between the two performances.

BUILDING/CONTRACTOR ISSUES: We have not yet had any resolution on the window walls or the front doors. A meeting between the librarian and the City Attorney to discuss this issue was cancelled when the attorney sprained his ankle. The glass to substitute for the window with a broken seal has been delivered to the library and an installation date has been scheduled. The landscaping clean-up work has been completed. Public Works is to spread a ground cover to complete the job.

WORKROOM REORGANIZATION: Staff members are in the process of obtaining price quotes for the work stations and furniture needed to complete the reorganization.

AY/MEDIA ROOM DESIGN PROGRESS: A meeting had been scheduled with the architect for earlier this week, but he had to cancel. It has been rescheduled for next week.

LSCA GRANT - READ ALOUD: Arrangements have been made to have a program by Jim Trelease, the author of **The Read Aloud Handbook**. The earliest date available was February 14, 1990. The grant may have to be extended in order to accommodate this date. He has been scheduled to present an afternoon workshop for teachers and an evening workshop for the general public.

UNFINISHED BUSINESS:

PLANNING PROCESS: The next step to be addressed is still the format for a survey. It was determined that Mary and Doreen should continue to work on this part of the process.

BOOK SELECTION POLICY: The librarian is gathering information about collection development policies in order to facilitate future work on this item. A checklist of library policies that included a listing of policies that need to be developed and a listing of policies currently in effect was presented to Board members. It was reaffirmed that the Board would like the policies to be broad statements and that more specific statements be incorporated into rules or procedures that would assist in the administration of the policies.

NEW BUSINESS:

There was no new business.

NEXT MEETING: The next meeting was set for Thursday July 14 in order to avoid conflict with a meeting that has been scheduled for the Children's Agenda Task Force and in order to address conflicts in Board members' personal schedules.

ADJOURNMENT:

The meeting was adjourned at 8:30 p.m.