

**Minutes
Newberg Public Library Board
Tuesday, April 21, 1998**

Present: Board Members: Donna Read, James Allgood, David King,
Staff: Leah Griffith

The meeting was called to order at 7:20 pm by vice-chair Jim Allgood

Consent Calendar:

It was moved and seconded to approve the February 17, 1998 minutes, no meeting was held in March. The February and March, 1998 statistical reports were also approved.

Business:

The Long Range Planning Process was discussed. The Critical Issues list was reviewed and ideas for graphics to emphasize each are were discussed. A chart comparing Newberg's hours to those of other libraries in Oregon was suggested for the Hours section. A chart showing why we should spend 20% of the budget for books etc was determined for the Materials section. For staffing, a chart showing staff output per hour would be developed. A picture of a full parking lot with cars waiting in line to park would show the parking issue as critical. A picture of a big crowd here for a program or simply using the library would show the community use of the library. The next Planning Meeting will be May 14th. At that time the committee will review the statements and goals.

Library Board Training is on May 16th in Salem. Anyone interested in attending needs to contact the Director and she'll make reservations.

The Budget for 1998-99 was distributed and it includes increasing hours to 42 per week (opening at 10 am Tuesday -Saturday and staying open until 8:30 on Tuesdays and Thursdays). It also includes increasing the book/materials budget by about \$10,000. It will go before the Budget Committee on April 28th.

The ILL Policy will be delayed until the May meeting.

The Board will gather at 5:00 pm on Monday May 18th to discuss the topics for the joint meeting with the City Council at 6:00 pm that evening.

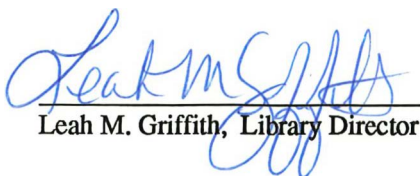
Director's Report:

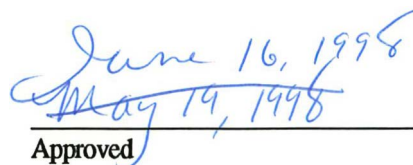
The Director's report was mailed. Budget activities have been primary. The supplemental budget was approved by the Council on April 20 and starting in May the Library will be opening at 11 am on Saturdays again. A full time library clerk and a summer aide for the children's department will be advertised, interviewed and hopefully on Board by late May.

Items for Next Month's Agenda

The next meeting is scheduled for May 19, 1998. The ILL policy and the policy for the number of items checked out to new cardholders will be on the agenda.

The meeting adjourned at 8:20 pm.


Leah M. Griffith, Library Director


Approved