



NEWBERG PUBLIC LIBRARY ADVISORY BOARD

MINUTES

March 21, 2019 7:00 P.M.

- I. CALL MEETING TO ORDER** at 7:00 pm by Chair, Kerrie Allen
- II. ROLL CALL** Members: Kerrie Allen, Crystal Garcia, Shane Corsetti Staff: Leah Griffith, director
Excused: Rebecka Ratcliffe, Suzanne Meenahan
- III. CONSENT CALENDAR**
- The Minutes of the February 21, 2019 meetings were accepted.
 - Statistical Reports: The February, 2019 report was accepted.
- IV. PUBLIC COMMENTS** None
- V. BOARD COMMENTS** No report on the Library Foundation meeting. Kerrie attended the Mayor's cabinet and met the new superintendent of schools. Kerrie can't attend on April 23rd and Shane will attend in her place.
- VI. BUSINESS**
- Director Retirement/Recruitment:** The Director position has opened and applications will be coming in. It's been shared on a number of employment and library web sites and email lists.
 - Library Board Appointment:** Crystal Garcia and Kerrie Allen's positions are up for appointment this spring. Leah has turned over the process to Dawn Karen Bevill, City Hall Administrative Assistant who manages the openings for other city boards. The announcement will go out by April 22nd with applications due Thursday, May 9th, 4:30 pm and interviews at the board meeting on Thursday, May 16th. Appointment by the mayor/council will occur on June 3rd. Both Garcia and Allen are eligible to apply for a second term.
 - Library Budget for 2019-2020:** Leah reviewed the budget as she's presented to the city Finance Dept. for 2019-20. It is basically a carryover budget with no changes, however staff have been asked to look at how they might make cuts.
 - City Council Meeting, April 1, 2019:** The Library Courtesy Policy will go to the Council for approval. They will also have the Library Week Proclamation to approve. Board members are invited to attend.
- VII. REPORTS**
- Library Foundation Newsletter:** It is close to being completed in April
 - Library Construction Projects:** We're still waiting on the desk
- VIII. NEXT MEETINGS:**
- Library Foundation Meeting:** May 8, 2019 at 5:30 at the library
Library Director Interviews: May 9, 2019
Library Advisory Board: May 16, 2019 Library board member interviews
Library Advisory Board: June 20, 2019 Meeting Cancelled Retirement event for Griffith planned
- IX. ADJOURNMENT** The Board adjourned at 8:03 pm.

Submitted: Leah Griffith, Board Secretary/ Library Director