



**NEWBERG PUBLIC LIBRARY ADVISORY BOARD
MINUTES
APRIL 11, 2019 7:00 P.M.**

- I. CALL MEETING TO ORDER** at 7:00 pm by Chair, Kerrie Allen
- II. ROLL CALL** Members: Kerrie Allen, Suzanne Meenahan, Shane Corsetti Staff: Leah Griffith, director; Korie Buerkle, assistant director Excused: Rebecka Ratcliffe, Crystal Garcia
- III. CONSENT CALENDAR**
- a. The Minutes of the March 21, 2019 meetings were accepted.
 - b. Statistical Reports: The March, 2019 report was not available due to the early date of the meeting
- IV. PUBLIC COMMENTS** Mayor Rick Rogers joined the board and thanked them for their service. He talked about his 3 months in office and how he had discovered how busy staff is and what a great job they do. He was also appreciative of the efforts by the volunteer board members such as the library board.
- V. BOARD COMMENTS** Kerrie attended the Mayor's cabinet.
- VI. BUSINESS**
- 1. **Director Retirement/Recruitment:** The interviews are set for May 9th and all the library board members will be on the three panels with the exception of Shane Corsetti who has to be out of town. There will also be a meet and greet for the stakeholders and the public in the late afternoon.
 - 2. **Library Board Appointment:** Crystal Garcia and Kerrie Allen's positions are up for appointment this spring. The city is posting the openings. Leah has turned over the process to DawnKaren 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.
 - 3. **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.
 - 4. **Library Card Policy:** The policy was presented and will be on the agenda for approval in May.
- VII. REPORTS**
- 1. **Library Foundation Newsletter:** It is close to being completed in April
 - 2. **Library Construction Projects:** The desk is installed.
- VIII. NEXT MEETINGS:**
- City Budget committee starts April 23, 2019**
- 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
- Oregon/Washington Library Association Conference, Vancouver Hilton, April 17-19, 2019**
- IX. ADJOURNMENT** The Board adjourned at 8:25 pm.

Submitted: Leah Griffith, Board Secretary/ Library Director