



CANBY PUBLIC LIBRARY

ADVISORY BOARD MEETING MINUTES

October 18, 2022

Present: Suzy Stutes (chair); Lois Brooks, Denise Fonseca, Rick Maier, Kathleen Myron (board members); Danny Smith and Amber Quinn (library staff).

Absent: Luke Viter, Jessica Hines, Chris Bangs, Aimee Noss

The meeting was called to order at 5:30 p.m.

Kathleen Myron made a motion to approve the July 2022 meeting minutes as amended, seconded by Lois Brooks and approved by all.

Lois Brooks made a motion to approve the September 2022 meeting minutes as amended, seconded by Kathleen Myron and approved by all.

Public Comments There was no public comment.

Information Reports:

Council Liaison Report. NA

Chair Report. Submitted in writing, no verbal report

Library District Advisory Committee (LDAC) Report. Denise reported that a tentative meeting date of November 14th has been set for the next LDAC meeting.

Library Director Bi-monthly Report. Danny introduced Amber Quinn to the Library Advisory Board, Amber shared a brief biographical statement with the board. Danny also shared that Phillip Yocham will be starting as the new Children's Librarian on Tuesday October 25, 2022.

Teen Liaison Report. NA

Friends of the Library Report. Lois Brooks provided an information report from the Friends of the Library. Friendsgiving fundraiser is taking place in November followed by the Tour of Lights in December. Tickets for the Tour of Lights will be available for purchase at the library. The Friends are also participating for the first time in the Scarecrow contest.

Discussion Items

FY 21/22 State of Oregon Annual Statistical Report: the board reviewed and discussed the State Library of Oregon (SLO) annual statistical report. The statistical report captures all of the details about each library in Oregon and is reported through the SLO to the Institute of

Organizational Chart & Recruitments: Board Chair Stutes went over the library's organizational chart and indicated that all current vacancies have been filled.

Action Items

- Danny will confirm that the City Recorder has placed the Library Advisory Board Chair on the November 16th 2022 agenda for the sharing of the annual Library Advisory Board report.
- Danny will ask the City Attorney for clarification on the quorum for the Library Advisory Board.

Announcements

Board Member Maier requested that Friday library hours be aligned with the rest of the week days. Danny responded that staff continue to evaluate our hours and options for creating a consistent user experience. There being no other concerns, reports or questions, the meeting adjourned at 6:12 p.m. The next meeting is scheduled for Tuesday, November 15, at 5:30 p.m. in the Council Chambers and via Zoom.

Respectfully submitted,

Danny Smith

Library Director

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON:
11/15/2022