



CANBY PUBLIC LIBRARY

ADVISORY BOARD MEETING MINUTES

February 21, 2023

Present: Suzy Stutes via Zoom (chair); Lois Brooks, Denise Fonseca, Rick Maier, Kathleen Myron, (board members); Danny Smith (library staff); Marisa Ely (library staff); and Chris Bangs (City Council Liaison).

Absent: Aimee Noss, Luke Vitter

The meeting was called to order at 5:32 p.m. by Lois Brooks, Vice Chair.

Meeting minutes from the January meeting were approved. Motion made by Rick Maier, Seconded by Denise Fonseca. All in favor.

Public Comments

None

Information Reports

Council Liaison Report. Councilor Bangs shared that the City is completing the budget audit and an extension for the deadline has been approved. A number of union staff appeared at the last City Council meeting to share concerns, these were not related to the library.

Chair Report. Written report sent to board in meeting packet. Update, board member Jessica Hines has resigned from the board due to school and work commitments. The board chair is working with the Recorder's office to post the opening and begin recruiting a replacement. The board chair and vice chair are working on a new board member orientation, to be tentatively rolled out Summer 2023. Lois asked that everyone assume positive intent when asking questions and being asked questions. Lois shared that she sees the role of the board as critical to advocating for the library and shared several examples of how advocacy might look, including attending other types of civic meetings and events to share the library story, and working with the other support boards to coordinate efforts. The board would like to revisit the time of the meeting; if any change is made, it would be effective on July 1, 2023.

Library District Advisory Committee (LDAC) Report. Written report provided to board and read aloud at meeting. Denise added that there was discussion at the last meeting regarding library budgets, capital improvements, boundary issues, local needs in each community, and use of current funds. LDAC overall direction and effectiveness was discussed, and how to collectively act in the best interest of the district. The Board of County Commissioners and County Administrator are reviewing potential budget cuts across all County departments. These

potential cuts could impact Library Network which is the County library team that supports all member libraries and would trickle down to each library. Denise encouraged board members to provide public comment at the next meeting regarding concerns over potential cuts and related impacts. Denise also reviewed measure 50 and some of the founding information regarding the tax district.

Library Director Bi-monthly Report. No update for this reporting period.

Teen Liaison Report. No update for this reporting period.

Friends of the Library Report. Written report sent to the board in meeting packet. Lois added that a second, more detailed report was sent to the board on behalf of the Friends. There are two Canby Reads programs taking place, supported by the Friends of the Library. Lois distributed Friends of the Library membership brochures to all board members. The Friends are also recruiting four new board members and meet the third Wednesday of each month at 9:30 a.m. in the Willow Creek Room.

Discussion Items

Collection Maintenance & CREW Manual Supplemental Report:

- Kathleen began the scheduled preliminary report reviewing the Texas State Library CREW/MUSTI Weeding Manual (2008, 2012) in the context of the American Library Association's emphasis on objective rather than subjective standards for deselection (ALA's Collection Maintenance and Weeding Selection and Reconsideration Policy Toolkit for Public, School, and Academic Libraries updated January 2018, ALA Office for Intellectual Freedom). She reported that the Texas weeding manual recommended involving library staff, the public, and the library board in evaluating whether to implement the Texas practices. Vice Chair Lois interrupted the report with questions and comments. Kathleen was not allowed to complete the report. Kathleen made a recommendation to form a subcommittee to investigate collection maintenance further. Lois asked if there was a motion to move ahead and no such motion was made able to be made due to time constraints. The Board did not receive the preliminary report until just before the meeting thus no one had adequate time to prepare questions and comments.

Action Items:

- Danny and Denise met to review the past community survey and results. Danny has also submitted a proposal to the City Administrator as an American Rescue Plan one-time project to contract with OrangeBoy consulting, which would allow

the City to utilize the expertise of a consulting firm to help staff identify the needs of the Canby community with regards to the Library; helping to define future vision and strategy.

- Danny sent Kathleen the URL for the State Library of Texas CREW manual. A print manual was also provided.
- Danny, Lois and Suzy will coordinate on the FY 23-24 budget before the April meeting.
- Danny shared a high-level overview of CPL's K-12 outreach plan. Danny and Phillip will also be presenting at the Kiwanis luncheon on May 1st, sharing the vision for the next year, with an emphasis on youth services.
- Danny brought a "Meet Your Staff" printout so all board members had a photo and brief bio of each staff member at the library. Additionally, if board members would like a staff led tour, those will be available in March as requested.
- No date for the Chamber event at this time. Danny will provide an update when he has more information.

Announcements

- Next meeting will be April 18, 2023 5:30 p.m. City Council Chambers

Adjournment: 6:47 p.m. Motion by Lois Brooks, Second by Denise Fonseca. All in favor.

Respectfully submitted,

Danny Smith

Library Director

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON:
05/16/2023