



CANBY PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES

July 18, 2023

Present: Aimee Noss, Lois Brooks, Kristi Smith, Jennifer Kraxberger, Rick Maier, Luke Viter, and Linda Warwick (board members), Danny Smith (library staff).

Absent: Chris Bangs (City Council Liaison)

The meeting was called to order at 5:30 p.m. by Lois Brooks, Chair.

The June meeting minutes were approved. Motion made by Rick, Second by Aimee, In Favor: Aimee, Lois, Kristi, Jennifer, Rick and Linda Opposed: None Abstention: Luke

Public Comments

NA

Information Reports

Council Liaison Report. NA

Chair/Vice Chair Report.

Chair: Introductions of ongoing and new LAB members

The Vice Chair vacancy was brought up, Lois shared that Linda advised she would be willing to fill this role for the next year. Aimee made a motion to nominate Linda Warwick as Vice Chair of the LAB. Kristi seconded the motion. All in favor.

Lois advised, after asking for comments from the other board members, that meeting times and dates will remain the same.

Library District Advisory Committee (LDAC) Report. Danny shared that the Clackamas County City Managers have drafted a letter to the Board of County Commissioners requesting that the task and outlook of Library District Advisory Committee be reviewed. Danny will report back when more information is available.

Library Director Bi-monthly Report. NA

Teen Liaison Report. NA

Friends of the Library Report. The Friends of the Library had the annual Canby Backyard Tour and raised around \$1,500.00. The next major event will be held at the Swan Island Dahlia Festival the weekend of Labor Day. More information will be released soon.

Discussion Items:

- Board members reviewed the draft board member orientation document that Lois and former Chair Stutes put together. Lois requested that board members share feedback with her over the next several weeks so she can continue building out this new orientation document.
- Danny reviewed the new board member binder contents and went through each section and took questions.
- Lois reviewed the annual Library Advisory Board calendar, monthly topics, and proposed cancelled meetings based on holidays and conflicts.
- Danny asked the board if they would prefer to meet in an alternate meeting room and the consensus was yes. Danny will explore other conference rooms for future meetings.

Action Items:

NA

Announcements

- Next meeting will be August 15th, 2023 5:30 p.m. location, TBD

Adjournment: 6:21 p.m. Motion by Jennifer, Second by Aimee, all in favor.

Respectfully submitted,

Danny Smith, Library Director

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON:
August 15, 2023