



CANBY PUBLIC LIBRARY

ADVISORY BOARD MEETING MINUTES

June 18, 2024

Present: Lois Brooks (Chair), Jen Kraxberger, Linda Warwick, Rick Maier, Aimee Noss, Kristi Smith, Scott Sasse (Council Liaison), Marisa Ely (Library Director).

Absent: Tiffany Mach

The meeting was called to order at 5:31 p.m. by Lois Brooks, Chair.

May 2024 and June (work session) 2024 minutes were approved as written. Motion made by Linda, Second by Kristi. All in favor. Opposed: None.

Public Comments.

A community member, William, came to watch the LAB meeting as a current student in an online Masters in Library and Information Science program, with a focus in public librarianship. He is hoping to learn more about library functions before he graduates next year. He came to this meeting as an assignment.

Information Reports

Council Liaison Report.

There is a meeting tomorrow to approve the next FY budget. There will also be a few committee reappointments, review of several ordinances, and executive session after.

Chair Report.

Lois spoke about the May 15th council meeting and community and staff safety.

Lois will be Chair again of LAB, but we will need a new Chair starting in 2025. This is usually decided in June.

Board Member Reports.

Jen reached out to her contact about the teen liaison application and needed requirements in order to find more interested students. She will tell new applicants to turn their applications in to the Canby Public Library service desk, and Marisa will let staff know to expect these applications in the future.

Kristi spoke about the Canby Pride event happening on 6/23 at Wait Park.

Library District Advisory Committee (LDAC) Report. None.

Library Director Bi-monthly Report.

The library has welcomed several new staff members, including our teen intern, Raley, new 25-hour Library Assistant II, Sophia, and new on-calls, Ember, Emma, and Jennifer!

Programming in general has been going well. We have seen an increase in young teen programming participants, and our first Summer Reading event, Henrik the juggler, of the season is on 6/20 at Wait Park at 3pm.

Marisa will be meeting with the library directors from Molalla and Oregon City to see how best our three libraries can service the unincorporated areas we share.

We are currently at the end of the current fiscal year, so all purchasing has stopped until the new fiscal year, which begins July 1st.

Teen Liaison Report. None.

Friends of the Library Report.

On Saturday, June 15th, the summer book sale took place in the Civic Plaza from 10am-2pm.

Another upcoming event will be the Backyard and Patio Tour Saturday, June 29th from 11am-2pm. Tickets are on sale.

Labor Day weekend will be the next big book sale at the Swan Island Dahlia Festival. More information coming soon.

Discussion Items

Online Survey Results and Library Strategic Plan.

LAB members will review the handout shared by Marisa and be prepared to discuss it at the next meeting.

LDAC / LINCC Strategic Plan.

We had a discussion on the current boundary services district lines. Aimee asked why LINCC does not use school district boundary lines? Marisa will talk to Network staff to get more information on this.

We will schedule a future work session to continue talking about LDAC and the LINCC Strategic Plan.

Action Items

- LAB members will review the library online survey results and be prepared to discuss them at the next meeting, as these results will be included in our new strategic plan.
- Lois will continue working on the donation policy.
- LAB will complete the teen application procedure and get the new teen liaison on board by October 1st.
- Marisa will work on planning a joint meeting for the LAB, Foundation, and Friends of the Library boards to meet.
- Marisa will finish updating the Library Policy Manual and bring the edited copy to a future meeting for review and approval.

Announcements

There being no other concerns, reports or questions, the meeting adjourned at 6:31 p.m. The next meeting is scheduled for Tuesday, July 16, 2024, at 6:28 p.m. in the Council Chambers or via Zoom.

Respectfully submitted,

Marisa Ely

Library Director

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON JULY 16, 2024.

