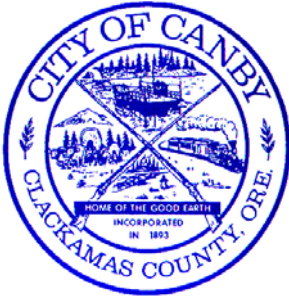


CANBY PUBLIC LIBRARY BOARD MEETING MINUTES September 17, 2019



5:30 PM City of Canby, Willow Creek Conference Room

Present: Roger Reif, Linda Warwick, Kathleen Myron, Cameron Jones, Carol Palmer, Meridian Lattig, Denise Fonseca, Suzy Stutes (board members); Irene Green, and Lizzie Figueroa (library staff).

Absent: Shawn Varwig

The meeting was called to order at 5:30 p.m. August minutes were approved with corrections.

Review of August Action Items.

a. BOARD MEMBERS' REPORT ON THEIR MEETINGS WITH COUNTY COMMISSIONERS.

Kathleen was the only Library Board Member able to speak with their assigned Board of County Commissioner. Commissioners have either been impossible to reach, have been out of the office, or have canceled the meetings. Linda suggested the Board draft a clear timeline of past steps in the campaign.

In addition, amongst other board members reports of negative experiences attempting to meet with commissioners, Kathleen noted her encouraging ½ hour phone conversation with Commissioner Martha Schrader and her repeated willingness to attend the meeting, as well as her position (contrary to the terms in Chair Bernard's letter to our board) believing a resolution between Canby and Oregon City was the way to expedite handling of the boundary correction.

Kathleen summarized the subjects covered in the conversation in her email to the board on September 4. Kathleen also noted that Martha would speak with the new County Administrator, Gary Schmidt.

Library District Advisory Committee (LDAC) Report.

Irene shared an organizational map of the County, compared to one of Canby. The LDAC meeting scheduled for 9/23 had been in question, but is now confirmed. Members still had not

received the minutes from the July meeting, nor the revised annual progress report form. The next meeting after that won't be until January. Mo Cole, director of Oregon City Public Library, won't be at the meeting on the 23rd, and is planning to retire in the next couple of months. Al Matecko left Irene a voicemail today, stating that LDAC wants the service area dispute to be referred to the Big Task Force, as part of the larger review of all service areas. That would be counterproductive, in the eyes of the CPL Board.

Denise pointed out that Canby's LDAC rep could make a formal proposal, to prevent further delays. Mayor Hodson told Irene he was worried about other cities feeling blindsided, which is not CPL's intention. The CPL Board believes that Canby and Oregon City can resolve the dispute on their own, since no other city's service areas will be affected.

Rick helped draft a motion to present to LDAC requesting that LDAC direct the county to complete the financial impact estimate. Carol suggested the Board plan for another meeting next week, if LDAC rejects the proposal. But Irene believes other libraries will support the proposal, and expects it to pass. CPL Board members are strongly encouraged to attend the meeting (Monday, 9/23, at 7 pm, at 150 Beaver Creek Road, Room 119, in Oregon City). Audience members are allowed to contribute to the discussion.

Board members revised the wording of the proposal points. The most important things to emphasize are that it only takes a two-thirds vote to update the service area boundary; that Canby and Oregon City want to resolve it between themselves; and that all other recommendations made by the original library consultants were adopted in the Intergovernmental Agreement (IGA).

Roger expressed concerns that the CPL Board wasn't addressing the exclusion of the Charbonneau area in the current dispute. Irene pointed out that including that right now might make Wilsonville less likely to approve our proposal. But that does underscore the importance of reviewing the boundaries on a regular basis.

Kathleen shared the text of the Big Task Force Volunteer Code of Conduct, stating that participants must put the district before their own interests. She was concerned that that wording implied that she could not act as an advocate for Canby. However, the other Board members interpreted the wording as referring to the person's individual interests, not their city affiliation. Kathleen is planning to sign the Code of Conduct at the meeting on Monday.

The group agreed to include the letter of support from Trip Goodall (Canby School District Superintendent) in the information packet. The packet will include CPL's argument, Trip's letter, and a map of the disputed area.

Policy Change – Library Cards for Babies.

Irene explained that the library’s current policy was to issue cards to children once they can write their own name. She would like to lower that threshold to birth, so babies and toddlers can be issued cards. (This is separate from the minimum age to get a library card *without a parent’s signature*—that would remain at 14.) The Board approved this motion unanimously. Irene will look into getting a special card design for babies. Denise would like to look into baby-safe accessories (something like a lanyard, but without the strangulation hazard) to give out with the cards.

Library Staff Report.

- Two new pages have been hired and trained.
- Irene is currently working on the annual statistical report for the State Library, which is due October 1.
- WIC (Supplemental Nutrition for Women, Infants, and Children) will be using library rooms for their office hours, two days each week, starting October 1. Technically, it’s not a library program, but the library is granting them special permission to use the rooms on a recurring basis. For now, WIC will use the Makerspace and the Lilac Study Room, and Irene is expecting to hear about the grant for renovations (to split the Makerspace into two areas) in November.
- Irene reported that she was recently approached by an avionics company called Advanced Flight Systems to work together on another coding program. Irene will meet with Julia (the company rep) and Nancy Sebastian (Library Foundation) on Thursday.
- CPL’s Library of Things collection is ready to launch! We’re holding a preview event on Wednesday, and items will be available for holds and check-out starting Monday the 23rd.
- Irene reminded Board members of the 2020 Census training scheduled for Wednesday, 9/18, at 5:30.
- The new City Manager, Scott McClure, will start in early October. Rick will overlap with him for a couple of weeks, and then he’ll retire.

Teen Liaison Report.

Meridian reported that she’s helping to publicize the “Programming with Python” class series at the high school. She’d like the library to do an outreach event there, where students could sign up for cards. She recently attended a social media camp and would like to help the library’s social media team.

She would also like to do an improv theater program at the library, and more crossover events in general.

Friends of the Library Report.

Suzy reported that the Friends will meet next week. The Christmas Tour of Homes will be held the second Saturday of December this year (12/14) because the first weekend is too soon after Thanksgiving. They're looking for more homes to include on the tour (please refer potential hosts to Joyce Ares). She'll ask the Friends for funds for baby library cards.

Board members' reports, concerns and comments.

Carol reported that the Canby Heritage and Landmark Commission received tentative approval to plan a 150th birthday celebration for Canby for 2020. They need to propose a budget and they plan to incorporate the theme in the already-planned public events. Carol will work with Hanna to plan some heritage-related library programs. In 1970, the 100th birthday celebration included a parade, and Governor Tom McCall participated. Events stretched from February 14 (Oregon Day) through August, and the merchandise for sale included commemorative dinnerware.

Public Comments.

There being no other concerns, reports or questions, the meeting adjourned at 6:25 p.m. The next meeting is scheduled for Tuesday, October 15, at 5:30 p.m. in the Willow Creek Conference Room.

Action Items:

- Irene will finalize the information packet for LDAC members before the meeting on the 23rd.
- Irene will draft a timeline of the past steps in our campaign to update Canby's service area boundary.
- Denise will look for baby-safe accessories to give out with library cards.
- Suzy will ask the Friends if they would fund a special design for baby library cards.

Respectfully submitted,

Lizzie Figueroa
Library Supervisor

Canby has requested that a discussion of the Canby/Oregon City service area maps be placed on the LDAC Sept. 23 meeting agenda. Answer pending from either LDAC Chair Al Matecko or county LDAC liaison Kathryn Kohl.

The unapproved minutes from the July LDAC meeting, the revised annual progress report, and the agenda for the Sept. 23 meeting have been requested from Kathryn Kohl.

Re: Updating the inaccurate service area boundaries of Canby and Oregon City

Mixed messages from the commission chair, county administrator, and individual commissioners have been received over the past month up to the present.

Responses vary from “no problem. OC and Canby can work this out” to “let LDAC handle this, work it out,” and most discouraging and lacking in concern for a timely resolution: “let the District Task Force handle it.” Problematic since the DTF does not yet have library city representatives lined up, let alone the 3 subcommittees. The start-up date has been moved out further and further and is now optimistically stated as sometime this fall.

The lack of concern for Canby’s well-being, the passive-aggressive appearing approach evidenced by simply stretching everything out and ignoring Canby’s financial urgency is not encouraging.

Respectfully Submitted,

Kathleen Myron

Canby Public Library LDAC Rep