

SPRINGFIELD PUBLIC LIBRARY
LIBRARY ADVISORY BOARD
Minutes January 7, 2020

Attending: Kristine, Amy, Lyn, Kristine, Mary Beth, Clyde.
Non-voting Attending: Linda, Heather, Ralene
Staff: Carrie
Council Liaison: Sean VanGordon

1. Call to Order Kristine at 7:33.
2. Business from the audience – Board status – Heather, Linda and Ralene applied to a new term as members. Emily said that they would be non-voting members. There were no changes to the agenda. Questions were asked about Bookmyne not working properly with the android app. The library is in negotiations with the vendor for an updated contact. It is not clear that it will be taken care of immediately. There is an option for Mobile App within Blue Cloud Services, but it comes with an increased cost. The new catalogue will be more mobile friendly, according to Circe.
3. Approval of Minutes – Nov 5, 2019 minutes
Moved to be approved by Amy, seconded by Lyn
4. Communications – None
5. Library Director Report
 - Meeting with UO architect students on Monday, Jan 13 – this will be to discuss a possible new library as a project for them this quarter. It will also be attended by an associate with Head Start for a possible partnership and sharing of funds. They would need to have an agreement within the next 12-18 months.
 - Security Attendant Update – They were not able to hire from the last round of applicants, so it's been opened again.
 - 5 year Library Needs Assessment turned in – this was a new request from the city. It is supposed to help the new city manager get a clearer understanding and for future budgeting needs. The needs identified in the report were staffing, tech infrastructure, collections budget, facilities security support, furniture, and a new staff member for the library. The budget has stayed static.
 - FESAL funding, meeting with SPS Superintendent. Emily will be meeting with Todd Hamilton on 1/9 to give a tour and discuss services offered, as well as possible assistance

in funding. The library did not receive the Rotary grant (\$10k), though they had written a letter of support, so this is a possible avenue for funding.

- Grant updates – GetOnboard grant was supported by MillsDavis. The library has purchased 10-ride ticket books and has handed out 80 thus far. The change to the LTD system will not negatively affect the plan. The Museum also did not get the Rotary grant that had been applied for previously.
- Library tech position update – staff have approached the city to increase hours for the part-time tech to become full-time. This is being done through using alternative funding. There is a request to increase this for the next budget cycle. The budget meetings will happen at the end of April.

7. Old Business:

- Community survey – based on the feedback from the previous meeting. Question 1 was collapsed into 2. The gender question was removed. Question 9 was cleaned up. 4 added technology items, and item 7 changed the descriptions for assisting with wards. It has functionally left the subcommittee's hands, and will be vetted by library staff. Distribution has not been decided upon, nor have the possible prizes.
- Website – Clyde will be updating the website with newer members, agendas, and minutes this upcoming month.
- Oregon State Library Standards – completed Section 7 review – discussed the facilities. Much of the discussion specifically surrounded the poor lighting.
- SEDA crosswalk project & wayfinder mural updates – Emily has met with the Arts Commission (Daphne), but we don't have a specific update. The art will incorporate the columns supporting the building.

8. New Business:

- 2019 Oregon Public Library Statistical Report – We looked through the report. We discussed adding this to the Library Board webpage or Carrie will send a link to Clyde to add the state's link to the page on the city's website.
- Strategic Plan FY2019 revision complete – This document was created with community stakeholders. We are currently in year 3. It discussed the tracking and accountability associated with the planning.
- Foundation members tabling at events – There was a brief conversation about the possibility of issuing cards while tabling, given the two new laptops.
- Museum update – The Museum board had not met since October, so there was no update.

9. Announcements

- Books and Brew – 6 to 9pm. The link is on the library website and Facebook.
- City Manager candidates and feedback will be on January 16th.

- Next meeting, February 4, 2020

The meeting was moved to adjourn at 6:32 by Clyde. Mary Beth seconded. Heather will take minutes in February.