

Minutes

Springfield Library Board

November 3, 2020

Attending: Kristine, Clyde, Heather, Linda, Mary Beth, Amy, Ralene, Angela

Absent:

Council Liaison: Sean

Staff: Emily

1. **Call to Order**--Linda @5:37 pm

2. **Business from the Audience**

Introductions – board members briefly introduced themselves; applicants gave one to three minute introductions outlining their experiences and interest in library systems and advocacy.

3. **Approval of the Minutes**

Clyde moved to approve the minutes; seconded by Mary Beth.

4. **Communications**

None

5. **Library Director's Report**

- Board Appointment process – Councilors will conduct short meeting interview during one mass appointment process involving other boards and workgroups; they will select or appoint the successful candidates; current Board members will be apprised by Emily of the results.
- Service updates – Temporary cards; begin charging in January ; working on separation of county and in-city cards Those who have applied will get appointments to come in and verify addresses.
- The Library now has 10 hotspots to get out to families. There is a high need for these to support schooling at home
- City Hall Wifi is getting a much-needed boost. We are able to use part of the CARES money that the city is receiving; it allows the people outside of city hall to use the wifi. The signal in the lobby will be stronger; for council meetings and other virtual meetings, the signal also needs strengthening for our increased broadcasting needs during pandemic procedures, as many virtual meetings happen simultaneously during the business day.
- Dia de los Muertos: Heather reflected that the community feel was really great; she and her family enjoyed the music and also took advantage of the opportunity to visit shops nearby. Amy: handing out masks was helpful; she appreciated the statement towards indigenous people and found it particularly moving, as it both celebrated LatinX culture and celebrated local culture as well. Emily: That dedication was written last year to the Native peoples of this area; we made it part of the Muertos presentation because it seemed an appropriate recognition.
- Blue River Library – rebuild campaign. It burned to the ground in the wildfires; there is a lane library league go fund me; Emily will forward the link. Looking for ways to support that community.

Questions on Topics in Library Director's Report

Clyde: Do we have metrics for usage of the 700 digital cards?

Emily: It depends on the specific database – you can measure the usage of each digital source but not by card ... once we are into a third party source, all that is visible is the overall usage – e.g., things that are checked out. With other materials, e.g., how many out of city card people are checking out DVDs—we can filter for the card type: in city, out of city, transitional, and FESAL; but in a third party system, we can't do more than track usage.

Amy: Is the Wifi open or is it a secured connection?

Emily: The City Wifi is open, not secure.

Amy: When are you verifying addresses—during the open hours for computer time?

Emily: Yes, they are being invited to come get addresses verified during the open hours for computer access, with 10 minute appointments. We have opened the junior desk. Trying to keep people distanced. Ten people each 2- hr day. Inviting the first 100 people that signed up for digital – and process those; then work through the rest chronologically.

6. Old Business

- **Community Survey:** We are ready to begin distributing. Discussion settled on: 1-having Emily direct library marketing team to launch the survey; 2-notifying the Board when /where to find the posts or links (City website, library site, etc); 3-Board picks up the post from our feeds in Facebook, Twitter; and shares with our networks; 4- Board members and/or Emily will also identify specific shares with
 - City department social media
 - Willamalane
 - SUB
 - Nextdoor
 - Agencies that library works with
 - Other, e.g., school district partners.

Amy: Shall we have a Google sheet or a form to input who we individually reach out to? Should be a good way of tracking dissemination. Board concurred; Amy will put it in google sheets and share the admin. Linda encourages anyone who finds that a barrier to simply email the Board with the connection/shared and we'll input it for you.

Clyde confirmed he is able to provide periodic response numbers reports.

- New on-line services survey: Waiting to launch the community survey first; additionally, have been talking about possibly adding new databases recently. Library is waiting until we get some of this feedback from the community survey, to better target the purchase(s).

7. New Business:

- Setting a schedule for reading *Before the Ballot*

Beginning Wednesday, November 4th, pick up *Before the Ballot* at curbside service beginning at 1PM. We will have a book under everyone's last name. Each meeting, we can aim to complete 40-50 pages. Emily followed up with a preliminary schedule:

Part I

Chapt 1-4, pgs 1-47

Chapt 5-8, pgs 49-103

Chapt 9-11, pgs 105-159

Part II

Chapt 12-14, pgs 163-197

Chapt 15-16 & conclusion, pgs 199-237

- **Lawnsigns:** When you call at curbside, say you want a sign.
- **Email from Fern Ridge** about Springfield patrons

Director of Fern Ridge sent an email saying they are getting more patrons because they are open to the public, while Springfield maintains special hours for restricted use during the pandemic.

The Fern Ridge Library is in a stand alone building; they do not have the co-housed-with-City Hall aspect affecting access. They are getting people showing up from our library at Fern Ridge – we share materials and catalogue. Patrons are asking why isn't our library open, etc. Allowing browsing patrons in the stack is difficult; that said, there are libraries doing it. We're hearing from people; now people are seeking service from other libraries. Emily asks the Board for their input, and members agreed to take this under consideration for follow up.

- FESAL funding ideas

The Library thus far has not obtained funding to support the 30K FESAL (For Every Student a Library) program. We can do it for 10-15K. We have to be able to buy more resources and the databases to support school curriculum. Education Foundation or SPS need to put money toward this...We earlier circulated a 10k request to schools and 5K request to Rotary. And have also submitted a Rotary application again. We will continue to pursue this because it didn't feel like the right time to take this away from students and at home learners.

Discussion: The Board agreed to help approach partners; write letters to the school board. Emily will forward the talking points again so we can remind our partners that this is a great service for students who can use their student id number as their library card number...Albany has had that program for years. Write specific school board members.

- Sending Director's Report as a memo prior to meetings -
Linda proposed and Clyde seconded sending out the Library Director's Report as a memo in advance of meeting time to streamline how we are updated on programs and needs; this allows us to have more time for productive discussion and thoughtful problem solving. We will try this in December's meeting.
- Resuming the Library's participation in Business from the Audience at City Council meetings: Representative from the board attends the Council meetings quarterly to apprise City Council of services, program improvements, citizen feedback, and needs. Important to recognize that when we are talking about the library to Council, the community is hearing this. 60-80 in attendance.

Discussion: Members noted that Springfield and 4J board meetings – are aks finding the access and attendance has increased with the virtual option. Councilor Van Gordon: We added additional cameras during COVID. So may be able to maintain this extended access.

No Announcements

Meeting adjourned at 6:58 PM

Next meeting, December 1, 2020

Respectfully submitted,
Linda Mears