

Springfield Public Library Advisory Board
July 6, 2021 Meeting Minutes

In attendance: Clyde Miller (Chair), Angela Miceli (Vice-Chair), Kristine Fuller, Ralene Linneman, Linda Mears, Mary Beth Phelps, Carolyn Rebbert, Emily Davis (Executive Director), Sean Van Gordon (City Council Liaison)

Absent: Heather Huerta

1. Clyde called the meeting to order at 5:34 p.m.
2. There was no audience and no business from the audience.
3. Emily provided the minutes from the June 15 special meeting by sharing her screen. Ralene moved to approve the minutes from both the June 1 and 15 meetings. Kristine seconded the motion.
4. There were no communications.
5. Library Director Report: Emily expanded on some aspects of the report in response to board questions.

Today was the first day the library was open to the public and it was busy. There is no mask requirement, but about 50% of the patrons wore masks. There were a lot of children, and children's activities are only outdoors for now and not in the Tween area.

OCF Early Childhood grant money goes to pay the Wednesday performers and support salary for the pop-up libraries. Exact dates for the pop-ups will be coming in about a week, but Emily anticipates one in August and one in September.

The grant that funds a van is also exciting news, but the library has to first receive authorization to spend the money before a new van can be acquired.

If the 24/7 kiosk grant is successful, the library wants to locate it in the Thurston area, preferably in an area that will protect it from vandalism such as the Albertson's even if it wouldn't be truly accessible 24/7. The kiosk has the capacity to host a collection of 500 books that can be checked out and returned as a sort of unstaffed mini-branch library. Other ideas for possible locations are welcome.

Summer program volunteers help by answering questions and providing general guidance to the public.

6. Old Business:

- Community survey—There was general disappointment that we have only received one response to the Spanish-language version of the survey. Emily will make print copies of the survey available in the library, and she will follow up on Kristine's suggestion of sending an invitation to complete the survey via Peach Jar, a communication interface used by some of the local schools. The invitation will have both the website URL and the QR code. Clyde wondered how print copies not filled out within the library or other structured program can be submitted, and Emily said they can be put in book drops. Clyde suggested that the survey mostly seems to be winding down, and Emily suggested that we can call it good when we get over 400 responses.
- Plans for post-pandemic new library hours—Emily and her staff planning committee propose public library hours for the post-pandemic era as follows: Mon 12-7, Tues-Weds-Thurs 10-7, Fri 11-6, Sat 11-5 with storytime starting at 10. The goals are: to serve us (library users) at times we prefer, to continue diversifying public access through convenient digital means and new outreach

programs, to give staff time to evaluate, plan and develop new and ongoing services for public benefit, and to enhance service by providing staff a positive work environment with regular work and time off (weekend, vacation, sick leave) schedules.

Emily provided us with detailed explanations of the rationales and practical constraints she faces in developing a good set of open hours so that we can understand all the nuances. Sean suggested her presentation to the council would be aided by streamlining. He and Linda added that the positive and value-added benefits of the proposal are best put front and center.

There was some discussion about whether consistency in hours would be helpful. Ralene suggested having a consistent opening time of 11 a.m. After further discussion that was amended to have 10 a.m. story-time-only opening on Wednesdays and Saturdays. Mary Beth really favored the non-public story time idea. Clyde thought that once the library sets the hours, people will adapt. Emily noted that non-regular users are accustomed to having to look up the public open hours. Carolyn suggested that a Monday exception with noon opening would be fine to accommodate low staff availability. Kristine thought the public will be thrilled to have open hours again post-pandemic, whatever they are.

Emily will be surveying users about the hours in July, and will also take these board suggestions to her staff committee and to the City Manager. She plans a test run of new hours in August and will present to Council on Sept. 15 with hopes of making the hours official policy.

- Extended use fees/fines—Emily proposes a policy of ending extended use fees (i.e. overdue fines) and noted that the Council was not in favor the last time this was proposed to them. The board read the articles on current library best practices and research on fines, and generally was in favor of the proposal. No board member presented arguments in opposition.

Sean suggested that after the Sept. 15 discussion of hours, each board member chat with a councilor to understand their individual point of view on the matter and to encourage any in favor to be advocates during the Council meeting. (Note: Going sequentially to councilors and providing a councilor hearsay information about other councilors' positions on the policy is contrary to public meeting law.) The board will coordinate councilor contact at the August meeting. Sean suggested that Emily try to schedule this item for the November council meeting soon since the meeting agendas quickly fill up and he is trying to free some time in November. All agreed that the policy issue is best presented by the board at the Council meeting.

7. **New Business:**

- Before the Ballot discussion&Discussion topics on EDI were tabled in the interest of time.
- Kristine moved that starting in September the board will meet in a hybrid in-person with zoom option mode. Angela seconded. The board was unanimously in favor.

8. **Announcements**—Council will vote on the updated bylaws on July 19. We will receive copies after it is approved. Sean noted there might be a new policy that meetings be recorded.

9. Action items—See underlined items above.

At 7:10 p.m. Angela moved to adjourn the meeting. Kristine seconded the motion.

Respectfully submitted,
Carolyn Rebbert