

Minutes
Springfield Library Board
December 7, 2021

Attending: Kristine, Clyde, Heather, Linda, Mary Beth, Ralene, Angela, Barbara, Robyn

Absent: None

Council Liaison: Mayor Van Gordon

Staff: Emily

1. **Call to Order**--Clyde @5:32 pm
2. **Business from the Audience**
3. **Approval of the Minutes**
 - Ralene moved to approve the minutes; seconded by Mary Beth
4. **Communication**
5. **Introduction of New Members & Previous Board Initiatives**
 - Welcome to new members: Robyn Loudon; special education teacher in 4J, lives in Springfield. 1st volunteer activity for the community. Robyn is filling Amy's vacated term, 2 years remaining on Amy's term. Barbara has a PhD in Education, first job as USU, read dissertations. Worked for the DoD. Assistant to the president of UVU.
 - Some of the previous initiatives of our Board include: Community Survey, Reading Before the Ballot to learn more about community support of ballot, learning how to inform residents of needs of library, 5-year strategic plan.

6. **Library Director's Report**

Position vacancy:

Jack Moran resigned from the Library staff. We will be opening the position up in Mid-December and will make it a "Spanish language required" position. We hope to have someone on board by mid-February.

Story corner remodel

The story corner remodel is complete. The risers have been removed, a new professional grade linoleum floor was installed, and the walls have been finished to include a large white board. The space is now much safer and is a much more usable area. We will be able to use it not only for storytime, but also for other programs. The remodel was paid for the Library Foundation with funds raised at last year's Books & Brew. We also added a gate across the entrance that was paid for by a library patron. This will allow us to use the space as a toddler play area when it is not being used for other programs. We assume parents will enjoy not having to chance their kids around the whole library.

Springfilm returning to the Wildish December 9

We are trying to add back a little bit of in-person programming. The Springfilm program will be live again at the Wildish Theater after over a year of being remote. Covid safe protocols will be practiced as people gather for a showing and discussion of North by Northwest. This is an ongoing partnership with Plank Town, Willamalane, Wildish Theater and the Library.

Springfield History Museum Illumination Project

Will open this Friday at First Friday Artwalk Dec 10. Here is a link with full details:

<https://wheremindsgrow.org/illumination/>

Books & Brew 2022

Mark your calendars for Saturday, January 29. We are having a Trivia Night with Quality Trivia (Clyde) again as the finale. We are also considering an additional Family Trivia night, a bit shorter and questions

geared toward kids. We will have a live “pick-up party” at the Museum, where participants can pick up their packages and winnings, have a glass of wine/beer and play a game for a prize and see the Museum. If any of you participated last year and have any feedback on the event or the packages, I’d love to hear.

7. Old Business

- Community Survey: data review, next steps: Ralene pointed out that she wasn’t surprised by most of the data collected. Emily said she thinks the survey data shows we need to market other services and products offered by the library. Carolyn mentioned that social media is an important and valuable place to market, the survey showed Facebook was the main source that respondents said they use. Emily shared that perhaps it might be helpful to have a sub-committee dig into the results of the survey. Mary-Beth, Heather and Clyde volunteered to participate in this committee.
- Minute taker:
 - Jan–Ralene
 - Feb–Carolyn
 - March–Linda
 - April–Clyde
 - May–Heather

All minute takers, send final minutes in PDF form to Emily

- Extended use fees/fines discussion:
 - Board chair to present the fine/fee information at the City Council meeting Tues. Jan 10 or Mon Jan 18; both meetings are work sessions. The meeting will most likely be in person.
 - Document was reviewed, and several suggestions were made. Emily made the edits to the document as we discussed. The document was voted on and approved.
- Onboarding book for the LAB: tabled until a future meeting

8. New Business

- By-laws approval: discussion of item about termination of a board member; Mary-Beth moved to approve, all voted in the positive.
- Chair, vice-chair nomination for election in January
- Before the Ballot discussion–revisit with new members

9. Announcements

- Good bye and thank you to Mary Beth
- State of the City: Jan 13

10. Action Items

- **Clyde** to send an email to invite other members who might want to be a part of the survey data sub-committee
- **Fines/Fees Sub-committee** to meet and put together presentation for Clyde to give at Jan 10 city council work session.
- **All members:** When taking minutes, send final document to Emily in PDF form
- **All members:** review the document “Responsibilities of Springfield Library Board Members” and be prepared with edits and additions.
- **Mary-Beth** return Before the Ballot; **Barbara and Robyn** come to the library to pick up a copy of Before the Ballot.
- **All members** send nominations for Chair/Vice Chair for 2022

Meeting adjourned at 7:13pm

Next meeting: January 4, 2022

Respectfully submitted,

Kristine Fuller