

SPRINGFIELD PUBLIC LIBRARY
LIBRARY ADVISORY BOARD
AGENDA

Virtual

March 7, 2023

5:30 – 7:00 PM virtual Or Conference Room 3

Minute taker Robyn Loudon

- Call to Order /Changes in the Agenda
 - Meeting called to order at 5:35pm
 - Present: Emily David, Robyn Loudon, Ralene Linneman, Carolyn Rebbert, Heather Huerta, Bekah Weed, Linda Mears, Myra Breen, Angela Miceli
- Business from the Audience
 - No business from the audience
- Approval of Feb 7, 2023 minutes
- Communications
 - No communications
- Library Director Report (sent ahead)
 - Any additions
 - Updated snapshot report will be sent out when published by state
 - Any discussion
 - Participants in the legislative day in February encouraged to follow-up with anyone they talked to
 - LSTA grant submitted last week to secure on-call staffing funds
 - New self-check-out machines arriving on March 9th; staff training needed and new machines should be in place hopefully starting March 13th
 - 9 applications for city Arts Commission; 2 withdrew and 2 did not show up for interviews; 8 total people now on Arts Commission
 - Book sale coming up March 10th & 11th
 - Dia de los Niños volunteers needed; email coordinator directly if you'd like to sign up
- Unfinished Business:
 - Strategic Planning Committee update: Emily, Ralene and Heather
 - Strategic planning survey completed and analysis presented to committee; majority of individual community member interviews completed as well
 - Town Hall happening on Thursday, March 9th (virtual) from 5:30-7pm
 - Priorities and goals created based on survey data
 - Town Hall to discuss priorities and goals outlined in survey results and see if community agrees/feels like goals align
 - Mission and vision statement work has begun with committee
 - History of previous strategic planning discussed; smaller data set taken with less guidelines or structure (no mission or vision statement created)
 - Minute takers for next few months
 - April – Ralene
 - May – Bekah

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- June – Linda
 - July – no meeting
- Happy Memory Post Cards – any work on these is on hold until Library staff has time to move forward
- FESAL – For Every Student A Library
 - Work going toward highlighting project and community/cooperate support, including physical materials and signs along with digital materials and pop-ups
 - Estimates indicated up to 300 families benefit from program
 - Majority of funds received go toward purchasing materials
 - Circulation of materials funded through FESAL at a high point
- Outreach to adult care facilities
 - Bring ‘Em Back books not likely best to be used to distribute to care facilities; books come from leftovers from Friends of the Library store and book sale
 - Concerns that sending Bring ‘Em Back books to care facilities would deplete collection on site at the library
 - Would be a library program; could work with Friends of Library funding and allocate some toward the program
 - Could offer donations after book sale to care facilities
 - Subcommittee may be formed to deep dive on the issue
 - Volunteers may collect books after book sale on Saturday, March 11th
- New Business
 - Formation and purpose of a board recruitment task force
 - Has historically been difficult to fill open positions on city committees and boards
 - Potential to create a task force that can help get the word out about openings and availabilities on city committees and boards
 - Other commissions interested in building recruitment task force
 - Each board/committee has a staff liaison; liaisons could speak to city manager & council about recruiting efforts
 - Emily will connect and report back
 - Business from the Audience for Council meeting March 20– Angela (I think)
 - Main focus: going fine-free, may also discuss FESAL and/or self-check-out machines through foundation funding (eg: Books & Brew)
 - Library’s own fundraising efforts have been successful and should be shared & celebrated
 - Stats around impact of moving to fine-free should be available by meeting date
 - Emily may be able to provide infographic to counselors
- Announcements
 - Survey stats bookmarks being distributed! As of March 8th
 - Spring break programming coming up; lots of STEAM projects and programs, including the Reptile Man!

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- Action items
 - Ralene & volunteers to gather books after book sale (details to be emailed out by Emily)
 - Emily to follow-up with other BCCs and council on recruitment task force
 - Emily to follow-up with Angela on presentation to city council

Next meeting, April 4, 2023 – Presentation of New Strategic Plan

- Library foundation board and museum board invited to attend
- Library meeting room to be reserved
- Will be available on Zoom as well

Tabled:

- Oregon Passport Program
- Public Library Standards: update and review

Meeting adjourned at 6:48pm