

# SPRINGFIELD PUBLIC LIBRARY ADVISORY BOARD MEETING MINUTES

January 10, 2023

In attendance:

Emily David, Library Director; Ralene Linneman, Chair; Heather Millehrer-Huerta, Vice-Chair; Carolyn Rebbert; Robyn Loudon; Linda Mears; Myra Breen, Angela Miceli, Rebekah Weed, Susan Bogenschild

1. Call to order:

Ralene called the meeting to order at 5:35PM. There were no changes to the agenda.

2. Business from the audience:

None.

3. Approval of the minutes:

The Dec 6th minutes were approved with minor changes.  
Susan moved and Angela seconded the motion.

4. Communications:

None.

5. Library Director's Report:

Staffing update –

Library Tech Tim Williams has been hired as the new Adult Services Librarian. We will be opening a library tech recruitment soon.

Seasons of Light / Winter Reading –

Features include; Give Light supply drive, Illumination / Lunar New Year Celebration January 28 12-4pm at the Museum, & a take home paper dragon kit.

Books & Brew 2023 –

The main event will be in-person this year on January 28 & we will be keeping the popular Virtual Trivia event with Quality Trivia on the night before, Friday, January 27.

The event is being featured on social media through the 'Where do You Books & Brew' campaign – submit a photo of you reading somewhere & your photo might be chosen. This is a fun free way to be involved.

Springfield Arts Commission (SAC) Commissioners needed –

The SAC is down 5 commissioners. A recruitment is opening this Friday and will close February 10. The stated purpose of the SAC is to promote cultural richness and diversity and assist in the preservation of the cultural heritage of the community as expressed through artistic endeavors. Please share this information with anyone you know who may be interested in helping foster the arts in Springfield.

#### 6. Unfinished Business:

Q&A about the on-boarding booklet with new board members –  
None of the new board members had questions. Emily will have the on-boarding document posted to the website soon.

Strategic Planning Committee update from Ralene & Heather –  
Heather shared that the committee members did a community mapping exercise during the most recent meeting. Emily asked for board members to send names of community members that should be considered for the interviews & town halls that will be happening. Surveys will be sent to everyone with an email address attached to their library cards & will go out in mid-January. (It will be translated into Spanish as well.)

Minute Takers -  
February - Carolyn  
March - Robyn  
April - Ralene  
May - Rebekah

Community survey stats infographic review –  
Emily will work with Michelle on updates & will then send the edited version out for review & then the board will have a chance to vote on finalizing it at the February meeting.

#### 7. New Business:

Nomination & election of Chair & Vice-Chair –  
Heather was nominated for Chair & Carolyn for Vice-Chair. They were elected unanimously.

Development of board goals & calendar for 2023 –

It was decided to skip the July meeting. Otherwise meetings were set for the 1st Tuesday of each month.

The library's social media presence was discussed. There was discussion too on how to better reach youth.

A goal was suggested of building the interconnection between this Library Advisory Board & the Springfield Library Foundation & the Friends. Linda has been the liaison to the Springfield Library Foundation (which meets the 3rd Friday of every month at 12:00) but is stepping down so we need a new liaison. Emily will explore a retreat involving all three entities.

The 'my happy library memory' postcard project was discussed. Linda suggested a box in the library & making art with the postcards that can be rotated & used on social media as well.

Carolyn discussed recruitment for all Springfield boards, committees, & commissions. How does the library handle public relations? How do we support the library with visibility in the community? Emily suggested training on public relations for the board.

Susan suggested extending library services to the larger assisted living facilities in Springfield. A proposal was made to extend the 'bring 'em back' program to an assisted living facility as a pilot. Susan will check with the Eugene Library & an assisted living facility & Ralene will check with the Assistance League & the Friends.

Ralene discussed encouraging board members in showing up to more library events.

8. Announcements:  
None.

9. Action Items:

1. Emily will post the on-boarding document to the website.
2. Board members will send names of community members to Emily.
3. Emily will send an edited version of the community survey infographic out for review before the February meeting.
4. Angela will be making public comment at the March City Council meeting.
5. Emily asked board members to bring back possible messaging related to the benefits & possible inconveniences of the upcoming remodel.

The meeting was adjourned by a motion from Susan and a second from Heather at 7:00pm.

Respectfully submitted,  
Heather Millehrer-Huerta