

Springfield Public Library Advisory Board  
February 7, 2023 Meeting Minutes

In attendance: Heather Huerta (Chair), Carolyn Rebbert (Vice-chair), Susan Bogenschield, Myra Breen, Ralene Linneman, Robyn Loudon, Linda Mears, Angela Miceli, Rebekah Weed, Emily Davis (Executive Director), Sean Van Gordon (City Council Liaison)

Absent:

Guest: Library Technician Michele Tierney

1. Heather called the meeting to order at 5:34 p.m. The agenda order was changed for Michele to go first.
2. There was no audience, no business from the audience and no communications.
3. Ralene moved to approve the minutes of January 10, 2023 and Robyn seconded the motion.
4. Michele provided a brief overview of the community survey infographic design and various options. Board members discussed changes to 3 graphic elements, 2 titles and 3 areas of text design, and Michele showed us how they could be accommodated. Members chose the checklist description of the library on the reverse side rather than the lengthy paragraph. Everyone thanked Michele for her time and good work on the project.
5. Library Director report: Emily expanded on some items, including noting that she had received 161 applications for the open **Library Technician** position. Interest in open positions had waned in the last couple years. Heather attended the **Illumination** event on January 28 and enjoyed it. Emily added that it was well-attended and participants expressed their gratitude for this relatively new and continuing program. Check out the interviews of our neighbors here: <https://wheremindsgrow.org/c.php?g=1200418&p=9343209&preview=32ceadec12ff823edebfca6edf7ee719> Emily will be applying for a second year of the **Library Services and Technology Act** (LSTA) program grant as administered by the state. It will allow Technical Specialist Travis Lloyd to spend an additional 55% of his time for a total of 75% to support issues surrounding the SIRSIDynix software platform for the Online Public Access Catalog (OPAC) and other communications among the 7 libraries of the Lane Council of Libraries. Lowell and Blue River libraries have expressed interest in joining the consortium, and the Council might open it to one of them. Board members are encouraged to join Emily for **Legislative Day** on Feb. 15 in Salem. Meetings begin at 8 a.m. and she expects to meet with Nancy Nathanson and John Lively. *She will send us the information on the bills from the OLA lobbyist.* Heather noted that advocacy can also be accomplished by writing to legislators.
6. **Ongoing Business:**
  - Strategic Plan –The survey has gone out and one-on-one interviews are being set up. The Spanish speakers focus group is happening this evening. Interactive, one-question surveys will be displayed within the library with space for patrons to post answers. A virtual town hall will take place March 9, and the adopted plan will be presented in April.
  - Infographic –Ralene moved to approve the infographic with the changes as discussed with Michele. Susan seconded, and the board unanimously approved it. *Emily will send us the final design when it is ready.*
  - Happy Memory Post Cards –*Emily will be checking in with staff for help in setting up a display and post card collection box in the library.*

## 7. New Business:

- Outreach to Senior Living Facilities –Susan reported on how the Eugene Public Library program works and created a list of some Springfield facilities. Ralene had reached out to the Assistance League, which helps with deliveries for the Eugene program, but they were not sure if they could add a Springfield program. Susan suggested that we could ask the facilities to use their vans to pick up a bin of books; bins could be rotated among the facilities as well as refreshed with new sets of books. Emily said she wants to avoid having staff involved and curating books, so the Bring ‘em Back collection is the best source for the program. There are hundreds of books in the collection, they are good copies and we are continually getting new ones. Ralene said the Friends, who manage that collection, would be happy to help. *Susan and Ralene will meet with Jennifer Archer, the Friends of the Library Bring ‘em Back coordinator.* Linda suggested that the Friends might be willing to recruit volunteers to help for this specific program. Emily also noted that once we have a plan it would be best to test the program on just a couple facilities and perhaps provide about 50 books at a time.
- El Día de los Niños –The library celebrates World Children’s Day every spring with our Spanish-speaking neighbors since, as Heather noted, el Día del Niño is widely celebrated in Latin American countries. This year the library will be participating in a Friday festival (probably April 28) along with Comunidad y Herencia Cultural and Guy Lee Elementary School because joining forces provides new opportunities to share the work and have a larger impact. Also, the library might be closed for the remodel. The library will have a table where we can issue library cards and have books to give away. There will also be food plus performances both for children and by children at the event. *Kristen Cure is the volunteer coordinator, and Emily will send us the date and time for board members wanting to help out.*
- Remodel Communications –Emily reported that there is no timeline yet for the remodel and it hasn’t gone out for bid. She expects the library will be open for much of the remodel with the exception being the installation of a new customer service/front desk. Even so, she expects they will continue to lend materials via curbside pickup. She shared plan and perspective views of the remodel plans. She noted in particular the new Teen area (the Academy of Arts and Academics high school students use the area a lot) and the front desk that incorporates check in, check out, children’s reference and general reference. Ralene appreciated the efficiency of the round front desk. Sean suggested that the library staff take lots of photos throughout the process and share them on social media. Emily said that when plans firm up, we can discuss how best to communicate the disruption and changes to the community.

8. **Announcements** –The board’s orientation booklet for new board members is on the website. *New board members are asked to send Emily a short biography and photograph for inclusion on the city’s library board website.* <https://springfield-or.gov/library-advisory-board/#bios> Almost 900 bookmarks were submitted for this year’s contest and they are all on display in the hallway. It’s a 41-year-old program and this year’s theme was Find Your Voice.

9. Action items –See *italicized* items above.

At 6:59 p.m. Susan moved to adjourn the meeting. Ralene seconded the motion.

Respectfully submitted, Carolyn Rebbert