

Springfield Public Library Advisory Board
Meeting Minutes
May 2, 2023

Attendees: Heather Millehrer-Huerta, Chair; Carolyn Rebbert, Vice-Chair; Susan Bogenschild; Ralene Linneman; Robyn Loudon; Angela Miceli; Rebekah Weed
Absent: Emily David, Library Director; Linda Mears; Myra Breen; Sean Van Gordon, City Council Liaison
Guests: LuCinda Gustavson, Associate Library Manager

1. Call to Order/Changes in the Agenda: Called to order at 5:35pm, No changes to the agenda
2. Business from the Audience: None
3. Approval of April 4, 2023 minutes: No Corrections; Angela moved to approve them.
4. Communications: None
5. Library Director Report:
 - LuCinda asked if anyone had any questions or concerns. Angela questioned why the remodel moved to the fall. Lucinda confirmed that it was moved back due to permitting and bidding. It has been decided that the council chambers will be remodeled first during their break over the summer. Hopefully, the library remodel will take place in the fall.
 - Everyone was happy to see that grants were funded. Heather reported that while she recused herself from the vote, the LSTA Advisory Council spoke positively about Lane Council of Libraries.
 - The self-checkout machines will go live soon! Unfortunately, it was unable to happen on May 1st, due to unforeseen circumstances, but hopefully, it will happen soon.
6. Unfinished Business:
 - Minute takers for next few months
 - June – Linda
 - July – no meeting
 - August - Angela
 - Business from the Audience for Council Meeting May 1 – Angela
 - Before the City Council, Angela talked about the benefits of going Fine Free and the impact on the Library. She shared antidotes from library staff. She thanked the council for their support and talked about how positive it has been for staff and patrons. It was positive and affirming for the council to hear about the outcome of the decision. She also talked about how successful Spring Break Events had been, especially the Reptile Man. She thanked the council for their continued support. Heather explained some of the history of the library board supporting Fine Free and council's approval over the last year.
 - There was some discussion about the Library Advisory Board going before the City

Council each quarter. A potential next date to go before the Board would be in September. It could be great to talk about the Summer Reading program and how many people come into the library during that time.

- New Strategic Plan Final Review- Carolyn wanted to know where the vision statement came from since the last meeting. Ralene said that there were quite a few options and this was the one that came out on top. Heather added that there were many that were similar, but this one was chosen for its simplicity. It was meant to be a big, general idea. It was noted that this strategic plan will be revisited again in 3 years. LuCinda talked about how it was a working document. Stephanie gave some incredibly practical advice throughout the process. LuCinda mentioned that they may add a list of the Library Core Services, such as literacy or collections, so that they have a better picture of what they do every day on top of this strategic plan. On the upcoming service day, they will dive in and work out practical ways to make this plan happen. Ralene moves to approve the strategic plan. Susan seconded. Passed unanimously.
- "Book Share" Program Discussion- Susan requested to finalize the name, as a few options had been mentioned at various points, such as Care Facility Outreach. Heather suggested Springfield Public Library Book Share, just in case it reaches beyond care facilities in the future. Susan is planning to send out introductory letters to two places, Gateway Living and Bayberry Commons. She's talked to the activity directors at both facilities and they are eager to join in once the program starts. She shared the contents of her letter about the trial run to each facility and asked a question about the letter and who to direct questions/concerns from facilities. It was discussed that it would be best for the contact to be on the Library Advisory Board to remove the burden from library staff. Robyn asked about the process for checking out book club books and if it was possible to model the process after that. However, those were checked out so the library system tracked them while these books are leftover from the book sale and cannot be tracked the same. Robyn asked to see a visual of the process facilities will go through to check out books with this program to understand better. Discussions were had about potential ideas for the program such as including DVDs, creating stickers for identifying items, and finding an appropriate storage-transport solution. After some discussion, it was realized that one more subcommittee meeting will need to be scheduled so that some of the details raised here can be discussed and solved. Susan will share the proposed letter via email. LuCinda mentioned that the staff are excited about this program and have been wanting to do something like this for a long time.
- Board Recruitment Task Force-Heather asked if there was any interest in forming a subcommittee to meet about increasing board recruitment and diversity as suggested in the strategic plan. Carolyn is interested. She's talked to Sean VanGordon about it. While there was an idea of connecting with other boards and committees to diversify, he suggested keeping it to just library board recruitment and business. Heather

volunteered to be on it. Angela volunteered to be on it. Robyn volunteered as well. Heather will send out an email about the sub-committee to Emily as well.

7. New Business:

- Next steps on strategic plan, developing a plan on how the Board supports the identified priorities-Much of the discussion revolved around how the Board can extend the Library impact into the community.
 - It was mentioned that the Book Share program would fall under emphasize outreach and community partnerships. The goal would be to work alongside the library, to be a bridge and not a burden.
 - Heather updated the board about the Day of the Ninos or the Day of the Books held on April 28th at Guy Lee Elementary. This is another example of a great way to connect with the community. Over 750 people attended. It was a great celebration with a balloon arch, performers, and the school choir, amongst other things. The celebration provided an opportunity for the library staff to collaborate with the PTO and the school staff. LuCinda mentioned that the library staff look forward to years to come at this celebration. Robyn appreciated that having events in the community like this, as noted in the strategic plan, provides access to members of the community that may not realize what the library can offer them.

8. Announcements: None

9. Action items:

- Susan will connect with sub-committee members to discuss the next steps and will bring them back to the Board at a later date.
- Heather will email the members of the Board Recruitment subcommittee to discuss a meeting date.

Next meeting will be June 6, 2023.

The meeting was adjourned at 6:32 pm.

Respectfully submitted,
Rebekah Weed