

SPRINGFIELD PUBLIC LIBRARY

**LIBRARY ADVISORY BOARD**

**AGENDA**

January 2, 2023

5:30 – 7:00 PM virtual (link below) or Conf Rm 3

Minute taker Angela

- Call to Order /Changes in the Agenda
- Approval of Dec 5 minutes
- Business from the Audience
- Communications
  - Susan’s resignation effective March 2024
- Welcome to new members.
  - Time for them to ask any questions regarding welcome booklet or other
- Library Director Report (sent ahead)
  - Any additions
  - Any discussion
- Unfinished Business:
  - Minute takers for next few months
    - January – Angela
    - February – Robyn
    - March – Rebekah
  - “Book Share” program update
    - Sub-committee meeting in January
  - Board display update
  - LAB annual report to City Council (place holder)
    - postponed – no new date yet
- Passport program update
  - We have the parameters set up in the database
  - The Intergovernmental agreement is awaiting signature and approval by City leadership
- New Business:
  - Vote on bylaw change using the language below to replace language in **Article IV Officers** of LAB bylaws:
    - *There shall be a Chair and a Vice-Chair for the Board. Both the Chair and Vice-Chair positions shall be elected by Board members at each calendar year’s January meeting and shall serve for 1 year, with no restrictions on re-election.*
  - Chair and Vice-Chair elections
    - Thank you to all that nominated folks. Nominees were contacted and those who accepted the nominations are listed.
    - Nominations for chair:
      - Heather Milleher Huerta
      - Bekah Weed
    - Nominations for vice-chair:

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- Robyn Loudon
- Heather Milleher Huerta
- Set calendar for meetings.
  - The bylaws specify that the Board will meet 11 times a year
  - In 2023, the Board chose not to meet in July
  - The Board can choose an alternative date in a month, like 2<sup>nd</sup> Tuesday if the first Tuesday is a conflict.
- Announcements
- Action items

Next meeting, February 6, 2023

Tabled – Heather and Emily have discussed a plan for addressing these items – more in Feb

- Public Library Standards: update and review
- Happy Memory Post Cards – should we include these in the plaza display?
  - Emily can try to get a SM post up with some of the postcards – **this has not been done yet**
  - Will work on getting a couple of posters – **still needs to be done**
  - We could include the post cards as a part of Board display and a place for people to hang theirs in the library

**Zoom Invite:**

Topic: Library Advisory Board (LAB) monthly meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/81340576757>

Meeting ID: 813 4057 6757

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One tap mobile

+19712471195,,81340576757# US (Portland)

+12063379723,,81340576757# US (Seattle)

**Business from the Audience Guidelines**

- Members of the public can speak at the meeting during Business from the Audience and have 3 minutes to address the Board
- All questions and discussions by members of the audience shall be directed to the presiding officer.
- Directed discussion between members of the audience and library board members or city employees shall be permitted only at the discretion of the presiding officer.
- Any of the following shall be sufficient cause for the presiding officer to remove any person from a Library Board meeting, for the duration of the meeting:
  - The use of unreasonably loud, disruptive, or profane language.
  - The making of loud or disruptive noise.
  - The engaging in violent or distracting action.
  - Any conduct which obstructs the work or the conducting of business of the Library Advisory Board.
- Before any person is removed from the meeting for conduct described above, that person shall be given a warning by the presiding officer to cease that conduct.