

Minutes (taken by Heather Millehrer-Huerta)

Springfield Library Board

August 6, 2024

Attending: Heather Millehrer-Huerta, Rebekah Weed, Myra Breen, Roy Burling, Angela Stout, Curtis Wyant, Violet Olszyk, Emily David (Library Director), Sean VanGordon (City Council Liaison)

Absent: Robyn Louden, Ofelia Guzman

Call to Order / Changes in the Agenda

- Bekah called the meeting to order at 5:33. No changes to the agenda

Business from the Audience

- None

Communications

- None

Approval of the Minutes from July 9th

- Roy moved & Curtis seconded.

Library Director's Report

- Emily summarized the report she sent ahead.
 - During discussion of the remodel, Emily shared that library staff have ultimately decided that they don't have the capacity to carry out curbside pick-up during the closure.
 - Summer programming was discussed in depth. Board members shared their experiences attending programming. Emily spoke specifically on the upcoming Tribally Influenced Music & Culture event coming up on Wednesday August 7th.
 - Emily reminded everyone that Summer Reading is extended until September 7th.

Unfinished Business

- Minute takers for next few months:
 - September - no meeting
 - October - Robyn
 - November - Violet
 - December - Roy
- Book Share program update from Bekah.
 - Bekah shared that we need two replacement bins. Emily is going to ask the Friends to donate those.
 - Bekah contacted the Eugene facility that had contacted us & resolved that issue.
 - We will be switching books again the last week of September.
- Library Board tabling (with Happy Memory post cards) at summer programming.
 - The last opportunity for summer event tabling will be on August 14th & Heather has volunteered to table.
- LAB annual report to City Council is now scheduled for September 9th
 - Possible discussion points include; the remodel, FESAL, summer programming / other year-long programming (Teen Tuesdays / SpringFilm / partnering with Spring Creek Center on bringing their Acorn Circle program that educates on Native American culture, the Book

Share program), update on going fine free, grants received & new endowment this year (bringing us to two / story of how this has grown), pop-up library events (& in which wards to illustrate how we're reaching farther out populations).

- Emily shared that since originally going before City Council to request to go fine free, we haven't gotten a chance to go back yet to share how that is going.
- Sean recommended we include ways in which the library brings people downtown.
 - Violet focused in on what the City budget covers at the library. Emily shared that the majority of city funds go towards staffing at the library.
 - Heather spoke to the issue of our library being short-staffed & working up to & beyond capacity in doing so much of the great programming that the library does.
 - Emily shared that our staff ratio is 2.3/1000, whereas the state average is 5/1000.
- We discussed sharing small everyday moments in librarians' days as well.
- We discussed using the strategic plan & mission statement as a framework to build the report on.
- Bekah, Heather, & Myra volunteered to work on the report, with Robyn having volunteered at an earlier meeting.
- Violet shared an update on the joint newsletter. The newsletter will be launched next month. Different organizations will be featured on a rotating basis (with the initial focus being on the Museum & their Fright at the Museum event in October). It will be a great way to cross promote / inform about events & volunteer needs / opportunities. There will be an initial focus on introducing the different organizations & then will shift to focusing in on individuals. The newsletter currently goes out to an email list that the Friends have built over the years. With this shared newsletter it will also go out to supporters of the museum. There is discussion about how to push it out to library users & supporters.
- Emily shared an update on the Grand Reopening celebration, scheduled for September 19th with both a morning & an evening celebration (tentatively 10:00-11:30 & 4:00-6:00). In the morning there will be a ribbon cutting & open house with volunteer provided baked goods. In the evening there will be a performance & scavenger hunt for families with young children & tabling (such as our FESAL sponsor, NW Community Credit Union). Business donated baked goods will be offered in the evening. Curtis will be working on marketing pieces. Current calendars do have the basic information about the Grand Reopening.

New Business

- None.

Announcements

- None.

Action Items

- Bekah will communicate with our Book Share participants that we will be moving books the last week of September.
- Heather will share notes made towards the LAB annual report with Emily, Bekah, Robyn, & Myra.
- Emily & Violet will coordinate on planning the scavenger hunt.
- Emily & Curtis will coordinate on the marketing pieces.

Heather moved to adjourn the meeting, Roy seconded. The meeting closed at 6:40 PM

Next meeting: October 1, 2024

