

May 6, 2025 LAB Meeting

5:30 – 7: 00 PM virtual or Jesse Main Room

Minute taker Angela

In attendance: Robyn Loudon (partial attendance), Gregory Hayes (visitor from the community), Roy Burling, Angela Stout, Emily David (Director), Bekah Weed, Violet Olszyk, Sean VanGordon, Heather Huerta

Absent: Myra Breen, Curtis Wyant, Ofelia Guzman

- **Call to Order /Changes in the Agenda:** Called to order at 5:33 PM, change to agenda to move Robyn's letter to top of business since she will leave early.

Robyn has drafted a letter to the mayor and city council regarding library funding and potential/proposed cuts to budget.

We need to continue to present the fact and remove emotional language. We want to focus on funding and budget for Springfield, so we should focus on what the library does that is essential for Springfield.

Total cut recommended would additionally cut our entire book budget and databases. This should also be included in the letter.

We will create a subcommittee to work on the letter to the edits to present this to city council. We will vote on the letter at the June meeting.

Mayor VanGordon let us know that the city council will not finalize the budget and budget cuts until later summer or fall. The mayor suggests a potential town hall meeting for the community before the council votes on the budget.

Subcommittee members: Robyn, Heather, Bekah

Robyn had to leave early, Violet takes over leading the meeting.

- **Approval of April 1 minutes:** Angela motions to approve pending edit that Emily will do, Bekah seconds
- **Business from the Audience:**
Gregory Hayes is in the audience today.
- **Communications:**
Myra and Curtis both mentioned that they could not attend today's meeting.

- **Library Director Report (sent ahead):**

Abigail Craig has been promoted to the senior library position. She was given her letter today!

Discussion about how much nicer the Dia de los Ninos celebration is over at Guy Lee because it allows many more to participate. This has been a 3 year partnership with the school and we gave away a lot of books, most of them in Spanish. Many books about the Pope were actually given away!

- Any additions
- Any discussion

- **Unfinished Business:**

- Minute takers for next few months
 - June: Heather
 - July: Bekah
 - August: Angela or Roy if Angela is not in town

- **“Book Share” program update – Bekah:**

Our volunteer Ralene has found a good amount of large print books that need to be processed and added to the bins!

- **Joint newsletter update –Violet:**

Latest newsletter has been sent! Meeting on May 21 for next few editions.

- **Foundation Liaison update (no meeting)– Roy**

They have formed a subcommittee to advocate for budgeting for the library.

- **New Business:**

- Short presentation on library budget FY23-26: Emily, requested by Roy. Roy asked for some information on the budget for these years. We do not have a specific data today. The budget has remained relatively flat and stable and we were able to increase one position to a FTE in 2022 with gift and memorial funding from the foundation. The foundation helped to pay for staffing that year, which is not very typical for the foundation. We had 14 FTE library dedicated and 2 library dedicated that year. But we are now at 12 FTE library dedicated. We lost

a technician last year and the associate manager position as well that will remain vacant.

We had a slight increase in FY's 24 and 25 because of inflation. This gets eaten up by internal charges, e.g. HR support, IT support, electricity, finance support, etc.

Roy has been very interested in looking into the budget.

There is a video on the budget presentation. (LINK): <https://springfield-or.gov/wp-content/uploads/2025/04/FY26-Library-Department-Budget-Presentation.mp4>

- **Update on service changes with reduction of additional staff member: Emily**

Emily let us know that Lucinda retires on May 16th, 2025. With that retirement, we are down another staff member and someone else on family leave. Going into summer, we are down on our staff a bit. We know we will end SpringFilm, which is programmed through August. We will cut this after August. This is a popular program, but not a core service. We need to focus on the core services to the community.

The summer will have plaza events instead of story time. We have permission to ask other city departments to help volunteer with us and this can be part of their work time, which is very helpful for us. This will alleviate some pressure on the library staff.

But we hope to have our four weekly story times going back into the fall. Bekah asks if volunteers can help to fill in at story time to help alleviate some pressure. This is a possibility.

We will need to be more ready to cancel things with this staff reduction.

We also have gone to two management positions. The senior librarian will be leader on Saturdays.

The lead technician will be taking over some of the scheduling tasks of Lucinda.

We will continue to do pop libraries this summer. Probably doing 3 instead of 5 this year. Krista is back with us this year for that. The Drifters have already requested us to do one with them again.

- Letter from Board to Council regarding library services: Robyn – this was done at the beginning of the meeting. Subcommittee is Robyn, Bekah, Heather. Any LAB members can send Emily their own edits or suggestions within this week.
- **Old Business:**
 - Resuming business from the audience participation by LAB: Heather explained that this is about what we as board members can do at the city council meetings. There is a group from the Friends, Foundation, and LAB to talk through supporting the library through proposed budget cuts. Since the letter is a public record, we can send to another group to consider. The discussion about the content has to be in a public format.

Heather or Roy will reach out to Betty and ask for anything they are considering and bring it to the subcommittee meeting.

How are we planning to deliver the letter to the audience? We can send via email or present in person.

Robyn also sent a letter already to the council advocating for the LSTA. We can also consider this too. Emily will share this with us.

The mayor encouraged us to read through the report of budget recommendations that will come out this week on Thursday May 8. He explained that although many Oregon cities are dealing with major budgetary issues, inflation seems to have put the city over the edge and now we have to address budget shortcomings. The city can only grow its income 3% a year, but that only works if inflation is less than that. There are many, many aspects (impact of legislation, inflation, and public policy) to the budget conversation.

The next regular city council meeting with business from the audience is June 2. Is anyone interested in speaking at this council meeting as a member of the LAB? Emily can help provide the talking points for this. Heather offered to attend and speak about Dia de los Ninos to the council. This especially illustrates how the library is stewarding its resources well, creating community partnerships, and making an impact on the community. It also shows how the library has listened to the community about how they want to celebrate the event and has developed deep partnerships in Springfield. Heather will speak as a LAB member.

- **Continue Strategic Plan review with lens of library reductions, per Heather:**

Heather wanted to discuss this and wanted to know how the strategic plan will be impacted by the likely library budget reduction. How can the LAB support the library to prepare for this?

Our current strategic plan will go through FY 26 before it is reviewed again. Library staff will review it at their in-service on Thursday May 8 and discuss any adjustments and prioritize goals given their reduced staff. Important priorities and core services are things like early literacy in Spanish and English, tech services, public outreach.

Emily will bring the comments the staff will give at their in-service to our next meeting.

- **Announcements:**

1. Lucinda's last day is May 16th
2. New senior librarian is Abigail Craig
3. Library closed May 8 for staff in-service
4. LSTA: update – as of right now, the state library has received LSTA funding for this year. We can complete our grant for the year. They have received an award letter for 50% of the funding for the next year. They are on hold for awarding any grants. Our state librarian is prioritizing staffing. Oregon state library and 19 other state libraries took the federal government to court over this, so there is a hold on gutting the IMLS but the federal budget proposal does not include the IMLS. This will impact the library a little but the museum more profoundly.

- **Action items:**

1. Emily will edit April 1 minutes before posting.
2. Emily will share the letter already sent by the Foundation to city council.
3. Heather will speak as a LAB member about the Dia de los Ninos event to the city council on June 2, 2025.
4. Emily will share what the staff discusses re strategic plan and library priorities from the May 8 in-service meeting.
5. LAB members can bring in a card or gift and/or come to the library on May 15th at 10:15-11:30 am to celebrate Lucinda. (Theme is cheesecake!).

6. LAB members are asked to send a congratulatory note for Lucinda to Heather by email as soon as possible.

Meeting adjourned at 6:57 PM

Next meeting, June 3, 2025