

## SPRINGFIELD PUBLIC LIBRARY

### LIBRARY ADVISORY BOARD MEETING MINUTES

December 2, 2025

Minute Taker - Curtis Wyant

- Attending: Robyn Loudon, Roy Burling, Violet Olszyk, Curtis Wyant, Emily David, Ofelia Guzman, Myra Breen, Sean VanGordon
- Absent: Angela Stout, Rebekah Weed, Heather Millehrer-Huerta
- Call to Order / Changes in the Agenda; meeting called to order at 5:30pm
  - Emily: nominations for chair and vice chair for 2026
  - Roy nominated Violet as chair and Curtis as vice-chair. Seconded by Robyn.
  - Ofelia, Roy, Robin, Violet, Myra, Curtis all vote in favor for both positions
- Approval of November minutes
  - Motioned by Myra, seconded by Robyn.
- Five minutes to review documents
- Business from the Audience
- Communications:
  - Library Director Report
    - Any additions
    - Any discussion
    - Today is Myra's last LAB meeting. The group thanked Myra for her years of service on the board.
    - Jim Lauinger will be starting on the LAB in January.
- Unfinished Business:
  - Minute takers for next few months
  - January - Heather
  - February - Robyn
- "Book Share" program update - Bekah
  - No update.
- Joint newsletter update –Violet
  - December newsletter has been sent.
- Foundation Liaison update – Roy
  - Roy attended the regular meeting in November.
  - The finance subcommittee met and discussed updating their banking services.
- Willamalane library corners follow-up
  - No movement on this yet.
- Updated letter from the Board (Robyn)
  - Technical issues have delayed this, but Robyn will follow-up tomorrow when she has regained access to the draft letter.
- Library Remodel evaluation
  - SMARTIE action item (document sent ahead)
  - Should we develop a library user feedback form?

- Discussion about including this as part of the larger library survey. This survey will be separate since it's only for patrons that visit the library in-person.
- Level of detail on the survey: rating 1 through 5, or allowing for more extensive feedback.
- It's been about 18 months since the remodel was finished. A potential related question is "did you use the library prior to the remodel?"
- Library carpet and lighting are potentially being updated next year, budget-dependent.
- What survey data is most useful to the Council? Sean: usage statistics, general feeling about the library. Most of this is captured in the larger library survey.
- The board still likes the idea of gathering data in-person (monitoring areas of the library and capturing usage, etc.).
- It seems like the consensus is to include the five remodeled areas specifically in the larger library survey. Potentially include one open-ended question.
- Robyn and Ofelia volunteer to participate in the board in-person survey activity in the library.
- Around 5:55pm, Daniel and Jacqueline, both juniors at UO in the journalism school, joined the board meeting in person.
- New Business:
  - Library Patron Survey for 2026
  - What services are most important to patrons?
  - The survey applies to both the library and museum. Discussion about keeping it this way or separating? Budget cuts would only apply to the library, not the museum.
  - Building on the prior survey (2021) would help us evaluate feedback over the long term. The previous survey was digital and bilingual.
  - How to prevent "ballot stuffing" and get accurate results? The survey platform might not be able to prevent duplicate entries if an email address (or similar) isn't collected.
  - Emily shared the draft survey for 2026 and the infographic based on the previous survey's results.
  - The board should come prepared to discuss this further at the January meeting.
- Announcements
  - Pints for Pages Dec 15 at Oakshire Commons in Springfield.
  - Save the Date Books & Brew, Feb 21, 2026.
  - Reminder that you can sign up for a free United for Libraries Account here: <http://www.ala.org/united/login-request/oregon> and access training webinars and resources from American Library Association.
  - Sean: State of the City is January 29th at the Wildish Theatre.
- Action items
  - Emily will follow up with Robyn about the Willamalane library corners.
  - Emily will check with those not in attendance about helping with the board survey in-person activity.
  - Emily will send the draft survey and infographic to the board for review.

Meeting adjourned at 6:43.