

Present: Ken Faris, Betsy Fontenot, Tom Moore, Nancy Niland Shatsky, Gabrielle Williams

Staff Present: David Donaldson, Beverly Ross

Excused: Patt Bilow, Linda Leopard-Watson

The Library Advisory Board meeting was called to order by Chair Gabrielle Williams at 7:05 p.m. on March 14, 2007.

I. Introductions

Chair Gabrielle Williams welcomed the three new Board members, Ken Faris, Tom Moore and Nancy Niland Shatsky. Introductions were made around the room. David Donaldson, Assistant City Manager, thanked the Board members for serving on the Library Advisory Board.

II. Approval of Minutes – January 9, 2007 minutes.

Tom Moore made a motion, seconded by Betsy Fontenot, to approve the minutes of the January 9, 2007 Library Advisory Board meeting. The motion carried.

Approval of Minutes – February 6, 2007 minutes.

Nancy Niland Shatsky made a motion, seconded by Ken Faris, to approve the minutes of the February 6, 2007 Library Advisory Board meeting. The motion carried.

III. Public Comment

None

IV. Director's Report

David Donaldson, Assistant City Manager, gave the Director's report:

- The April 11 LAB meeting will be held at 7:00 p.m. at the West End Building. The City is hosting an event called "Celebrate Community" from 2:00 p.m. to 8:00 p.m. There will be representatives from all city departments, including the Library. The affair will be publicized with a schedule of events. This will introduce the community to the West End Building and offer an opportunity to access various City services.
- The Metropolitan Interlibrary Exchange (MIX) agreement that Clackamas County has with Multnomah County and Washington County and Clark County has been renewed. This agreement allows residents of these counties to check out material from all of these county library systems. Determined by inter-county circulation, money is exchanged between the counties. Typically this agreement has Clackamas County paying Multnomah County between \$60,000 and \$80,000 annually. Clackamas County will realize a savings as Multnomah County recently announced that it will not charge for the MIX agreement for this upcoming fiscal year.
- A selection process has been underway for months to replace the Library Information Network of Clackamas County (LINCC) online catalog system. SirsiDynix was chosen to replace the current outdated Dynix system and Clackamas County Commissioners decided to allocate \$350,000 for this new system. It was announced this week that SirsiDynix has been bought and this system is no longer available. The Commissioners have agreed to hold the allocated money over to next year. The selection committee will need to reconvene and consider other options.
- The Library continues to enhance its collection of ebooks with about 400 titles to choose from. The books can now be downloaded onto a memory stick or a thumb drive. Library Manager, Bill Baars has been leading this effort.
- The Oregon Library Association (OLA) conference will be in April and held at Corvallis. LAB members are invited to attend. Beverly Ross will email the Board the conference information as well as OLA membership information. She will register those interested in attending.
- February "Food for Fines" campaign ended. Patron's could donate food items to Clackamas Service Center and have their library fines waived in exchange. Another opportunity to waive fines

begins in April. Students in grades 1-12 can have overdue fines erased up to \$10.00 by reading. For every one hour of reading one dollar of fines is waived.

- Bill Baars will attend the meeting of the Friends of the Library on Thursday, March 15. The Library has submitted \$22,000 in grant requests from the Friends and Baars will learn if these requests have been accepted.

V. Chair's Report

Chair Gabrielle Williams gave the Chair's report:

- A Board goal for this year is to reestablish a relationship with past Library volunteers. The Board will work with Cyndie Glazer, Coordinator of Volunteer Services, in writing a letter to be sent to past volunteers updating them on Library news, focusing on LO Reads. The letter will come from the LAB and could be used to develop a current mailing list. The goal is to reconnect with the possibility of enhancing the fundraising database in the future. Betsy Fontenot said April would be a good month to send out the letter as it is National Volunteer Month. Faris and Moore agreed to work with Glazer in drafting this letter.
- The LAB annually sends out a letter raising funds for the Endowment Fund and for the Library's immediate needs. The Library does not currently have information available on other ways people can give to the Library. Glazer has requested help from the Board in developing a brochure or information regarding planned giving. Niland Shatsky agreed to meet with Glazer about gathering material to develop a brochure.

VI. Library Director Recruitment

Donaldson reported that the recruitment process is continuing. Out of 22 applicants, six have been selected for personal interviews with a panel made up of City department managers and LAB members. The City Manager will then decide if he wants to have a second interview with any of the candidates. The City Manager is expected to make the final selection within the next two or three weeks.

VII. Lake Oswego Reads Update

Donaldson said LO Reads was very successful and Glazer did a great job in planning this event. On the Library's website there is an LO Reads evaluation form for patron's to fill out. The website lists the criteria used in selecting a book for next year's event and a form is available for making a recommendation. The LO Reads steering committee plans to meet on March 21. Plans are being made to pass on copies of *The Shadow of the Wind* to another library to use for its community reads event.

Chair Williams is on the LO Reads Steering Committee and said the same timeline will be followed next year. The selection of the book comes first and is a very difficult decision. Williams praised Glazer for her hard work and said it was an amazing event with great participation from the Board, staff, volunteers and businesses.

IX. Adjournment

The Library Advisory Board meeting adjourned at 7:55 p.m.

Respectfully submitted,

Beverly Ross
Recording Secretary