

Present: Gabrielle Williams, Betsy Fontenot, Nancy Niland Shatsky

Staff Present: Bill Baars, Cyndie Glazer, Beverly Ross

Excused: Patt Bilow, Ken Faris, Evan Green, Linda Leopard-Watson, Tom Moore

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

I. Introductions

None

II. Approval of Minutes – October 10, 2007 minutes.

The minutes were not approved due to lack of a quorum.

III. Public Comment

None

IV. Director's Report

Director Bill Baars gave the Director's report as follows:

- Baars thanked Nancy Niland Shatsky for speaking before the start of the October Author Talk. Niland Shatsky gave a great introduction to the new Planned Giving brochure. She also explained the various ways people can give to the Library.
- The main floor November art display for features work done by students from the high schools.
- The November election results have been finalized. Measure 3-269, Charter Amendment requiring a vote for all city property purchases of \$2 million, failed and Measure 3-273, Retention of the Former Safeco Property, passed. The City Council will decide what the next steps should be regarding the West End Building (WEB) property. With the hiring of a new City Manager and with the next election bringing in some new Council members and a new Mayor, any changes to the WEB will likely be delayed. Until permanent plans are made, Baars would like to use the some space at the WEB for Library storage to help relieve the overcrowding at the Library.
- Baars will be attending the quarterly meeting of Friends of the Library on Thursday, November 15. He will discuss with them the County Library Levy planned to be on the November 2008 ballot. This will be a funding measure that will make up the loss of timber revenue and it will ask for 39cents/\$1,000. The Friends of the Library were very helpful on the last Library Levy election and Baars wants to keep the group informed.
- Lewis and Clark College History Professor Stephen Dow Beckham will be the speaker at November author talk. Baars gave out copies of the winter schedule for author talks.
- Countywide libraries are considering time-out software and print management software for internet use. Lake Oswego already uses time-out software. If the other libraries go with print management software, Lake Oswego will be included.
- The levy campaign is called "Keep Our Libraries Open". Baars will keep Board members informed about the levy and if they are interested he will let them know how they can participate in the campaign as committee members rather than as Board members to avoid a conflict of interest.

V. Chair's Report

Chair Gabrielle Williams gave the Chair's report as follows:

- Williams also thanked Niland Shatsky for speaking at the author's talk event. Williams asked Baars about Board members making short presentations like this at other Library events. Baars thought this

was a great suggestion. Not only would this be an opportunity to let people know how they can help the Library but it would be an opportunity for people to become more aware of the LAB and the work they do. Baars and Cyndie Glazer will flag upcoming events that might draw a larger audience where a Board member could give a short informational talk before the event begins.

VI. Lake Oswego Reads Update

Cyndie Glazer reported on Lake Oswego Reads:

- The new designer has started work on the brochure.
- Glazer will have sheets available at the next LAB meeting where members can sign up to help at the various events. Help is needed from Board members at the book give-away on January 8. More help is needed from the Board in February at the grocery store events. The Final Chapter is put on by the LAB so much help will be needed on that evening. Glazer said it would be great to have a LAB presence at other events such as the Arts Foundation reception, Rotary event at the Lakewood Center, and the special dinner at Five Spice. If any LAB members attend these events they should be sure to wear their name badges.
- The LO Reads Steering Committee has decided a ticket is required to hear Greg Mortenson and David Oliver Relin speak on February 6 at Lake Oswego High School. The tickets will be given away at the Library on January 12th at 2:30 pm.
- The Lake Oswego School district has approved that all nine elementary schools will collect pennies for "Pennies for Peace" a program of the Central Asia Institute started by Mortenson. The schools will collect pennies from January 21 through February 1.

VII. Fundraising

Nancy Niland Shatsky reported on fundraising:

- On October 17 Niland Shatsky attended the Lake Oswego Women's Coalition luncheon with Baars. The featured speaker was Gene Christian, an advisor to the Lake Oswego School District Foundation. He spoke about planned giving.

VIII. Year End Letter

Gabrielle Williams led the discussion:

- The mailing list was discussed. The list is currently at 689. Glazer will help glean the current list and see what can be added from the list received from the Chamber of Commerce. Beverly Ross has printed 550 copies of the letter and Williams will begin signing them. It was decided to use the Chamber of Commerce list for a future mailing.
- The return envelopes are still in development and will be ready next week.

IX. Neighborhood Outreach

Gabrielle Williams led the discussion:

- Williams thanked Ken Faris for the information on Neighborhood Outreach.
- Baars will talk with the Friends about a joint effort with the LAB to speak at various neighborhood associations. This would be an opportunity to give information about the Library and to gather information about the needs of the community. Baars would like the staff to develop a packet to give out at these meetings.
- Williams thinks it would be helpful to have a LAB member, a Friend Board member, and a staff person at these presentations.
- It was decided to make connections with the neighborhood associations and to begin attending these meetings in March, after LO Reads has ended.
- A subcommittee for Neighborhood Outreach was formed and will be headed by Ken Faris. Members will be Betsy Fontenot, Tom Moore and reference librarian Jane Carr. Other LAB members are invited to join this subcommittee.

Present:

X. Adjournment

The Library Advisory Board meeting adjourned at 8:00 p.m.

Respectfully submitted,

Beverly Ross
Recording Secretary