



PUBLIC LIBRARY BOARD

AGENDA

Tuesday, February 27, 2024

At 5:15 p.m

This meeting includes in-person and virtual participation.
Conference Room, Albany Public Library, 2450 14th Avenue SE
or join on [Zoom](#)

Phone: +1 253 215 8782 | Meeting ID: 8890 6564 478 | Passcode: 115761

1. Call to order

2. Roll call

3. Business from the public:

Persons wanting to provide comments may:

- 1- *Email written comments to eric.ikenouye@albanyoregon.gov, including your name, before **noon on the day of the meeting.***
- 2- *To comment virtually during the meeting, register by emailing eric.ikenouye@albanyoregon.gov before **noon on the day of the meeting**, with your name. The chair will call upon those who have registered to speak.*
- 3- *Appear in person at the meeting and register to speak.*

4. Approval of January 23, 2024, minutes. [Pages 3-4]

5. Scheduled business

6. Business from the members

7. Staff updates

- Library Resources Coordinator – LaRee Dominquez
- Senior Library Assistants – Felipe Marquez and Nereida Richey
- Library Director – Eric Ikenouye

8. Next meeting date: Tuesday, March 19, 2024

9. Adjournment

cityofalbany.net



This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: Eric.Ikenouye@albanyoregon.gov or 541-917-7589. Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the City website.



LIBRARY BOARD

MINUTES

January 23, 2024

5:15 p.m.

Hybrid

Approved: **DRAFT**

Call to Order

Chair Steve Borst called the meeting to order at 5:15 p.m.

Roll Call

Members present: Amanda Blaisdell (virtual), Steve Borst, Bob Brown, Karen Messer, Amy Roberts

Members absent: Jaci Eiquihua (excused), Linda Hart (excused)

Staff present: Eric Ikenouye, Library Director; Elise Schuh, Administrative Services Coordinator

Approval of October 24, 2023 Minutes

5:17 p.m.

MOTION: Board Member Karen Messer moved to approve the minutes as written. Board Member Amy Roberts seconded it and it passed 5-0.

Scheduled Business

5:18 p.m.

The Board reviewed and discussed the new Rules of Conduct for approval. Police Chief Harnden and City Attorney Sean Park have reviewed and approved the new version. The Library will create a simpler plain-language version for general distribution.

In response to a previously submitted question by Board Member Linda Hart, Ikenouye states the statute ORS 166.370 referenced in number seven will be linked online.

The Board discusses alternative phrasing to replace "ejected" under the first heading above rules one through seven, agreeing on "removed" instead.

In response to a comment from Board Member Bob Brown, Ikenouye states that the police will have the final say in what constitutes hate speech.

MOTION: Brown moved to approve the new Rules of Conduct. Roberts seconded it and it passed (5-0).

The Board reviewed and discussed submitted changes to the Registration Policy for approval.

In response to several questions from Brown, Ikenouye shares that there are approximately 21,000 active library cards in use, and the Library brought in approximately \$18,000 from nonresident fees last year [2023]. In response to a question from Borst, Ikenouye states that Millersburg does not have its own Library but does set aside funds to reimburse its residents for the Albany Public Library nonresident fees.

In response to a question from Borst, Ikenouye states that the Business Card is for patrons who own businesses and pay taxes to the City of Albany but don't necessarily live in town.

MOTION: Brown moved to approve the new Registration Policy. Messer seconded it and it passed (5-0).

Staff Updates

5:52 p.m.

Ikenouye presented the Library's current Operational Plan which falls under the City's wider Strategic Plan. The Plan outlined concrete goals and actions for the Library's initiatives. In response to a question from Borst, Ikenouye states the Operational Plan is a living document that will change as the Library adjusts goals and initiatives over time. A review and update of this document is scheduled for this upcoming summer.

Ikenouye shares several general updates on library programming.

Next Meeting Date

The next regularly scheduled meeting is on Tuesday, February 27, 2024.

Adjournment

Hearing no further business, Borst adjourned the meeting at 6:07 p.m.

Respectfully submitted,

Reviewed by,

Elise Schuh
Administrative Services Coordinator

Eric Ikenouye
Library Director

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cityclerk@cityofalbany.net.*