



PUBLIC LIBRARY BOARD AGENDA



Tuesday, September 26, 2023

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: 889 6564 4728 | Passcode: 115761

1. Call to order
2. Roll call
3. Business from the public
 - 1- *Email written comments to Elise.Schuh@cityofalbany.net, including your name, before **noon on the day of the meeting.***
 - 2- *To comment virtually during the meeting, register by emailing Elise.Schuh@cityofalbany.net before **noon on the day of the meeting**, with your name. The chair will call upon those registered to speak.*
 - 3- *Appear in person at the meeting and register to speak.*
4. Approval of August 22, 2023, minutes. [Pages 3 - 4]
5. Scheduled Business
 - November/December Meeting Date
6. Business from the members
7. Staff updates
 - Supervising Librarian, Youth Services – April Spisak
 - Librarian I – Kora Daelyn
 - Director - Eric Ikenouye
8. Next meeting date: Tuesday, October 24, 2023
9. Adjournment

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: elise.schuh@cityofalbany.net or 541-917-7590. 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.



MINUTES

August 22, 2023

5:15 p.m.

Hybrid

Approved: **DRAFT**

Call to Order

Chair Steve Borst called the meeting to order at 5:17 p.m.

Roll Call

Members present: Amanda Blaisdell, Steve Borst, Bob Brown, Linda Hart (Audio Only), Karen Messer

Members absent: Jaci Eiquihua, Amy Roberts

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

Approval of July 25, 2023, Minutes:

5:18 p.m.

MOTION: Board Member Karen Messer moved to approve the minutes as written. Board Member Amanda Blaisdell seconded it and it passed (4-0).

Scheduled Business

5:20 p.m.

The Board reviewed and discussed submitted changes to the Artwork policy for approval.

In response to questions from Borst and Board Member Bob Brown, Library Resources Coordinator LaRee Dominguez states that any art for display is reviewed and approved by a group first, and the total 15% commission collected can vary from year to year and goes to the Friends of the Library. The Arts Commission supported the initial art collection for the new building, but they don't receive money from the current sale of art.

MOTION: Messer moved to approve the new Artwork policy. Blaisdell seconded it, and it passed (3-1).

The Board reviewed and discussed submitted changes to the Memorials and Gifts policy for approval.

Dominguez shares that the Library receives anywhere from \$500-8000 in memorials and gifts. The funds can be designated for a specific category or collection, or a donor can work with staff and donate books directly. Items purchased or donated as a memorial have a sticker placed inside; non-physical items have a note placed in the catalog record.

In response to questions from Brown, Library Director Eric Ikenouye states that memorial and gift donations do not go into a separate clearing account but to the Friends of the Library, where patrons are encouraged to donate directly to the Library.

MOTION: Blaisdell moved to approve the new Memorials & Gifts policy. Messer seconded it, and it passed (4-0).

A brief discussion followed regarding the maintenance of art collections in libraries.

Staff Update

5:40 p.m.

Ikenouye shared that the recent Librarian I position has been filled by Kora, previously a Library Aide on staff doing fantastic work. The Library will now start looking to fill her old position.

The Linn Genealogical Society has been asked to assess their space needs as library space is at a premium for growing staff, offices, and different projects going forward. The Carnegie Library is not currently an option since it is not ADA-accessible, but it is in a discussion and brainstorming phase. In response to questions from Brown and Borst, Ikenouye shares that the Linn Genealogical Society does not currently have a formal agreement with the Library or pay rent but does donate funds to maintain some databases.

Ikenouye shared that the new landscaping funded by the Foundation has been installed at the Carnegie Library.

The Summer Reading Program is wrapping up; Supervising Librarian April Spisak will present the results at next month's meeting. There has been a record number of registrations this year, and the Splashy Science Program, a collaboration between the Calapooia Watershed Council and Spanish Librarian Millie, has been a growing success.

The Friends of the Library sponsor presentations on the second Friday of every month. The next one, on September 8, is being given by April Spisak on STEAM and the Maker's Space.

Business from the Members

5:51

Brown presented an alternative option for maintaining library-generated and donation funds than with the Friends of the Library. In response to a question by Brown, Dominquez states that any interest gained on the funds held by the Friends all goes back to the Library.

Adjournment

Hearing no further business, Borst adjourned the meeting at 5:57 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*