

CANBY PUBLIC LIBRARY BOARD MEETING MINUTES June 18, 2019



5:30 PM City of Canby, Willow Creek Conference Room

Present: Roger Reif, Kathleen Myron, Carol Palmer, Meridian Lattig, Denise Fonseca, Suzy Stutes (board members); Irene Green, Lizzie Figueroa (library staff); and Al Matecko (LDAC Chair).

Absent: Cameron Jones, Linda Warwick, Shawn Varwig

The meeting was called to order at 5:30 p.m. May minutes were approved as written.

Review of May Action Items.

- a. MEETING WITH COUNTY STAFF. Irene, Kathleen, Shawn, Canby Finance Director Julie Blums, and our city attorney Joe Lindsay, met with County staff to try to discuss redoing the service area maps to represent Canby's service area. At the meeting there was discussion on the county estimating the potential revenue increase that would result from updating the library maps using the school boundaries. In a follow-up email, Tracy Grambusch (Clackamas County Financial Analyst) declined to come up with an estimate, saying that the question was too complicated to calculate.
- b. DEVELOP ACTION PLAN FOR LEGAL PUSH TO UPDATE SERVICE AREA MAPS. See the LDAC Report.

Library District Advisory Committee (LDAC) Report.

In response to the unproductive meeting with County staff, Roger pointed out that the out-of-date map boundaries have been a known issue for at least a couple of years. Carol suggested escalating the issue to the Board of County Commissioners. Laura Zentner (Director of Business and Community Services) and Greg Williams (Deputy Director of BCS) both said there was nothing they could do.

Kathleen shared an in-depth analysis of the service area that was done before the formation of the library district. The consultants (Himmel & Wilson) recommended updating the district information on a regular basis, but it doesn't look like that's ever been done. Irene reported

that (according to colleagues who have been around since before the district was formed), the Oregon City Public Library was given an extra piece of the unincorporated service area because they were in desperate need of financial support at the time. However, that's no longer the case, and Canby Public Library now needs all of the funding it is entitled to. Irene shared outgoing City Administrator Rick Robinson's request that the CPL Board's argument be outlined in a straightforward written statement. The cities will have to pursue the legal arguments.

Irene pointed out that not all of the LINCC library maps match up with their cities' school districts (notably, the North Clackamas School District encompasses several towns). But for several libraries, their service maps match their school district maps, and that's what we should aim for. Suzy asked for clarification on how the service area determines the library funding, and Irene explained that half of it is based on the population size, and half is based on the assessed value of the properties. That's why libraries in wealthier areas get more funds. It would help our argument to have an estimate of the population that resides in the disputed area, as well as the property values.

Al Matecko recommended sharing a single map comparison (rather than the three that are available), and Irene agreed that focusing on the school district boundaries would be the clearest argument. Greg Williams and Kathryn Kohl (the new LINCC Network Manager) want to wait for the Big Task Force to complete its study, but that could take two years. CPL has been struggling financially since 2012, and the situation is critical.

Al further advised Irene and the CPL Board to look for grants and other sources of funding. It's important to be able to demonstrate that all avenues are being pursued. He recommended coordinating the communication with County Commissioners, so that multiple CPL Board members aren't contacting the same people. Irene can't lobby directly, but she can prepare talking points. CPL Board members should practice keeping their pitch short (5 minutes) and to a single page: statement of the issue, a quick summary, and suggested solutions. Al offered to speak to the other LINCC directors at the next Directors Group meeting (on July 12), which Irene has to miss.

- Al will connect with Gary Schmidt (Clackamas County Administrator)
- Denise – Paul Savas
- Carol – Sonya Fischer
- Suzy & Linda – Ken Humberston
- Kathleen – Martha Schrader
- Roger & Meridian – Jim Bernard

Irene will develop some talking points before CPL Board members reach out to the County Commissioners (by the next Board meeting on 7/16). Board members agreed to approach the County Commissioners by the end of August. Irene and Denise will research the BCC's schedule. Kathleen reported that Paul Savas would probably be present at the next LDAC meeting in July (date is TBD). Suzy will research grants. The Board members thanked Al for his help on this issue. Al left the meeting at 6:20.

Roger emphasized the importance of establishing hard deadlines for each step. Greg is in a different environment from when he was the LINCC Network Manager, and he might not prioritize libraries in the same way anymore. Roger wondered whether the 2020 census data would be helpful, but unfortunately that won't be available for a couple of years. Luckily, we can look at current service populations using different sources.

Library Staff Report.

Irene reported that some personal information pertaining to 185 patrons was accessed illegally back in March. The information was limited to names and library card numbers. Those patrons have been notified and assigned new library cards, and LINCC will be issuing a press release soon.

The Canby City Council will officially finalize next year's budget tomorrow. There have been no changes from the proposed budget.

Teen Liaison Report.

Meridian shared news from the Teen Advisory Club (TAC) meeting of June 4. The meeting opened with an ice breaker activity. Participants then reviewed the Code of Conduct. Karen Batridge (library staff) has set up a YA Suggestions table, with recommended books for teens (as part of the Summer Reading Program). The group reviewed upcoming programs, and discussed the library's new hours (closed on Sundays). Participants brainstormed movies for a future trivia event. Lastly, Meridian proposed that the high school drama club either give a performance or lead an improv workshop at the library in the fall.

Friends of the Library Report.

Suzy reported that the ice cream social is coming up on July 20 (funded by private donations, so it's a free event). And the Friends finally have a new treasurer.

Board members' reports, concerns and comments.

Kathleen reminded everyone that this would be her last meeting as the Board chair. Linda will take over as chair starting in July.

Roger reported that he has been trying to contact Mayor Hodson, but his emails are going unanswered. Roger might try to connect with him at a City Council meeting. Irene announced that Rick has appointed her and Kathleen to serve on LDAC's Big Task Force representing Canby.

Lastly, Irene showed samples of the lunch bags Summer Reading finishers get this year, and thanked Roger again for his help securing funding from DirectLink for the program.

Public Comments.

There being no other concerns, reports or questions, the meeting adjourned at 6:40 p.m. The next meeting is scheduled for Tuesday, July 16, at 5:30 p.m. in the Willow Creek Conference Room.

Action Items:

- Irene will compose talking points for Board members to use with County Commissioners.
- Irene and Denise will research the BCC's schedule.
- Suzy will research potential grants for library funding.
- Board members will connect with County Commissioners before the end of August.

Respectfully submitted,

Lizzie Figueroa

Library Supervisor