



## **CANBY PUBLIC LIBRARY**

### **ADVISORY BOARD MEETING MINUTES**

**February 15, 2022**

Present: Kathleen Myron (chair); Suzy Stutes, Denise Fonseca, Jessica Hines, Lois Brooks, Rick Maier, Luke Viter (board members); Danny Smith (library staff); and Chris Bangs (City Council Liaison)

Absent:

The meeting was called to order at 5:31 p.m.

January minutes were approved as written.

#### **Public Comments**

No comments

#### **Information Reports**

##### **Council Liaison Report**

City council met with the Planning Commission. They discussed traffic issues within the town and how to mitigate growth. Carol Palmer was awarded the Hometown Hero award. The Canby Utility Board filled a vacancy. An agreement was reached to install covered bus stops along 99. The Council also agreed to remove damaged trees from 2021 ice storm.

Working on recruiting for open board chair. Councilor Bangs has attempted to recruit 2 different individuals without success.

Councilor Bangs is trying to continue work with the City Administrator and City Council on the Oregon City / Canby city limits that affects the library funding.

##### **Chair Report**

The chair report was submitted prior to the meeting. No comments resulted.

##### **Library District Advisory Committee (LDAC) Report**

LDAC meeting is February 28<sup>th</sup> at 6pm.

##### **Library Director Bi-monthly Report**

Danny talked with City Records office; any written report should be included with the agenda packet to be posted for public notice. This should include anything prepared in advance that is planned for discussion during the board meeting. Libraries are seeing challenges to collection materials all over the country at an unprecedented rate. This includes materials across the spectrum of titles, topics, genre. The Intellectual Freedom group at the National level monitors this activity. We are finally caught up on LDAC report cards. This year's report is due soon and will be brought to the group to review when Danny is finished with the report.

### **Teen Liaison Report**

Luke continued looking at creating a calculator drive but found it would be unnecessary due to Ipads now being available to students. Luke with the help of the school Librarian are moving forward with the library card sign up initiative. The plan is for cards to be mailed to students. Luke is going to work on including a form where students can sign up for boards and to gather information for the various boards for student liaison positions.

### **Friends of the Library Report**

The Friends annual meeting will be 2/17/22 from 4:30-5:30 in the Willamette Room at the Library.

### **Discussion Items**

- 19.3 Non-Collection Materials Policy - Lois wrote up a draft to support a non-collection items policy. Draft policy submitted for review.
  - Motion to move forward with policy as written with revision by Lois. Suzy second.
  - Vote to submit the policy to the City – unanimously approved by the Board.

### **Action Items**

- Danny will take the Non-Collection Materials Policy to the staff side.
- Lois Brooks will formulate a letter from the Friends of the Library to the Canby Library Board summarizing their support for the redistricting of funds to coincide with service area.
- CANBY MUNICIPAL CODE 2.20 REVIEW SUBCOMMITTEE. Kathleen and Rick will continue to review the Code.

### **Announcements**

There being no other concerns, reports or questions, the meeting adjourned at 6:11 p.m. The next meeting is scheduled for Tuesday, March 15th, at 5:30 p.m. in the Willow Creek Conference Room or via Zoom.

Respectfully submitted,

Jessica Hines, Secretary

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON  
March 15, 2022