



## CANBY PUBLIC LIBRARY

### ADVISORY BOARD MEETING MINUTES

**May 17, 2022**

Present: Denise Fonseca, Jessica Hines, Lois Brooks, Rick Maier (board members); Lizzie Figueroa (library staff); and Chris Bangs (City Council Liaison).

Absent: Kathleen Myron (chair), Suzy Stutes, Luke Viter, Danny Smith

The meeting was called to order at 5:30 p.m.

April minutes were approved as amended, with one date clarification from Rick on the non-collection item policy on page 2. He wanted to add that the final copy had been approved by the city administrator and is effective as of April 20, 2022.

**Public Comments.** No public comments.

#### **Information Reports**

**Council Liaison Report.** Councilor Bangs delivered the report.

**Chair Report.** Kathleen sent this report to the board in advance since she was absent.

**Board Member Report.** Rick, with notes from Kathleen, delivered a report on tie votes decided by the Mayor. Rick wants clarification on this city ordinance from the city attorney.

**Library District Advisory Committee (LDAC) Report.** Denise delivered this report.

**Library Director Bi-monthly Report.** Danny sent this report to the board in advance since he was absent and Lizzie summarized it for the board.

**Teen Liaison Report.** No report.

**Friends of the Library Report.** Lois sent this report to the board in advance.

#### **Discussion Items**

- **FY 22-23 BOARD OFFICERS.** This is tabled until all board members are present. However, the board needs more information and clarification on this. Councilor Bangs will ask the city attorney about term limits and will write a report for the next meeting.
- **BOARD MEMBER 2<sup>ND</sup> TERM QUESTION.** Lois has to reapply since she was only nominated and approved for a one year term, and she wants more information about how to do this.

- OREGON ADMINISTRATIVE RULES MINIMUM REQUIREMENTS FOR OREGON PUBLIC LIBRARIES. Danny printed out the packet to discuss. This is tabled until Danny can be present for guidance.

**Action Items**

- The board needs to identify officers for the next term FY 22-23, and the board wants a list of board terms for all members written out. Councilor Bangs will get clarification on whether or not term limits can be lifted for the library advisory board.
- Denise and Kathleen will meet to discuss basic descriptions for board positions.
- Lois will reapply to be a board member for a second term.

**Announcements**

There being no other concerns, reports or questions, the meeting adjourned at 6:27 p.m. The next meeting is scheduled for Tuesday, June 21st, at 5:30 p.m. in the Council Chamber or via Zoom.

Respectfully submitted,

Marisa Soltz

Reference Supervisor

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON JULY 19, 2022