



CANBY PUBLIC LIBRARY

ADVISORY BOARD MEETING MINUTES

September 20, 2022

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

Absent: Luke Viter

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

Public Comments There was no public comment.

Information Reports: N

Council Liaison Report. Councilor Bangs presented the Council Liaison Report. A new garbage collection rate was approved, created a task force to look into street maintenance fee, IT services were moved from a vended solution to internal, tabled issue regarding issues of houselessness, a few new warehouses were put in for PW, parks master plan was accepted, bought an excavator, parks maintenance fee was approved to be continued, presentation on the dog park, discussions about expanding pool facility.

Chair Report. FY 21/22 Chair Myron started/joined the meeting as chair. Kathleen provided a verbal report and recognized Suzy Stutes as the new FY 22/23 Chair and Lois Brooks as Vice Chair. Chair Stutes reviewed the draft board calendar for FY 22/23

Library District Advisory Committee (LDAC) Report. Denise reported no new developments with LDAC. Danny shared that there may be an October meeting, date to be determined.

Library Director Bi-monthly Report. Danny shared the following news: Phillip Yocham was hired as Canby's new children's librarian; Amber Quinn was hired as Canby's new library manager. A question was raised about a new visual representation of the monthly data that shows trends over the FY. Danny will work in coming months on creating a new dashboard view for the Library Advisory Board. A question was asked about what is weeded or de-accessioned from the library vs what is added. Danny indicated that there isn't a traditional metric for items removed that is routinely gathered, only what is added throughout the FY.

Teen Liaison Report. No report

Friends of the Library Report. Lois shared that the FOL board is working on recruiting new board members; the Christmas tour of homes will not be returning due to health and safety concerns; the Ladies' Luncheon was a key fundraiser for the Friends last year; the Canby Chamber did a Welcome Wagon package for new area residents in years prior, Lois will try to get them more info about the FOL for new subdivisions; the FOL are currently working on the Tour of Lights for 2022.

Discussion Items

FY 22/23 Annual Calendar Review: the board reviewed the proposed annual calendar of topics for FY 22/23 as presented by board chair Suzy Stutes and discussed the specifics of each proposed item. A recommendation was made to complete a community survey/assessment every 5 years.

Action Items

- Danny will ask the City Recorder for placement on the November 16th agenda for the sharing of the annual LAB report.
- Danny will ask the City Attorney what represent a quorum now with the increase in voting members.
- Danny will ask Public Works about the possibility and feasibility of placing a sign on the back of the building indicating the Book Drop location.

Announcements

Board Member Maier asked two questions. 1. Can volunteers read to children who want to be read aloud to. Danny shared that due to liability/safety and risk issues as well as not displacing the work of staff, this is generally not aloud. 2. Can a sign be placed on the 3rd Street & near the alley indicating the book drop. Danny responded that he would inquire with public works and planning staff. Meeting adjourned at 6:33 p.m. The next meeting is scheduled for Tuesday, October 18, at 5:30 p.m. in the Council Chambers and via Zoom.

Respectfully submitted,

Danny Smith

Library Director

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON:
10/18/2022