



Ledding Library Board Meeting Minutes April 26, 2010 Ledding Library Pond House

Meeting called by: Library Board Chairperson, Tom Hogan

Board Members present: Tom Hogan, Colleen Schacht, Ron Rasch, Mark Docken, Kay Sweetland Bower and Ed Zumwalt.

Absent: Robert Biswas-Diener

Library staff: Joe Sandfort

Guest: Mayor Jeremy Ferguson

Meeting Minutes

Call to order: Library Board Chairperson Tom Hogan called the meeting to order at 6:30 pm.

Approval of minutes: The minutes of the March 2010 Library Board meeting were approved as submitted.

New business

Mayor Jeremy Ferguson: Library Board Chair Tom Hogan introduced Milwaukie Mayor Jeremy Ferguson to the Board. Mayor Ferguson stated that the city's Interim Finance Director, Andy Parks, is in the process of reallocating the administrative costs that city departments are being charged. This re-alignment will probably result in the library paying less in the future for administrative services than it has in the past. Jeremy went on to say that it is his understanding that library staffing levels and service hours will not be reduced during FY2010-11. He then said that there is some consideration for moving the library from the general fund and creating a special fund for it. The pros and cons of this issue were then discussed. An argument in favor of such a move is that library funding would be more secure in its own fund. On the other hand, some Board members felt that a library presence in the general fund puts the library on an equal footing

with other departments. Ed, with several other members in agreement, stated that the city should think very carefully about asking its residents for additional money for the library. Jeremy then said that a city manager should be hired by August. The city is being assisted by the Prothman Company, a firm that helps Pacific Northwest governments find employees. Jeremy then asked the Board for input on what it felt was needed to finish needed work at the Pond House. The city's Facilities Department has issued a preliminary estimate that \$100,000 would be necessary to accomplish this goal. The work needed would include replacing some flooring, putting on a new roof, making landscaping improvements and doing structural modifications above the garage. The source of this funding has not yet been decided, but there was some consideration given to using Library Foundation money. Ed felt that the primary purpose of the Foundation was to support expansion of the library. Board Member Colleen Schacht emphasized that the Friends of the Library should be included in this process. Board Member Kay Bower distributed a drawing that re-aligned the interior of the Pond House, allowing for larger audiences. The Board was intrigued with the plan and will investigate it further. Board Member Mark Docken stated that grant money may be available to fund the repairs and that the project could be approached as a way to bring cultural events to Milwaukie. The Board is in general agreement that the improvements to the Pond House as described by Mayor Ferguson are worth pursuing and would like more details as they emerge. The additional information needed is a detailed list of repairs, the source of funding and a project timeline.

Librarian's Report: Library Director Joe Sandfort reported that he met with Interim City Manager Pat Duval and Andy Parks on April 6 to discuss the library's budget for FY 2010-2011. At the meeting, Joe was told that library staffing and hours of service would not be reduced during FY 2010-11. Reductions will be made in the amount of materials that will be purchased for the various library collections. Library Board Chair Tom Hogan and Member Ed Zumwalt met with Andy Parks on April 5 and reached a similar understanding regarding the status of the FY2010-11 budget. Joe then provided the Board with a report on the status of the Pond House deck project. At the beginning of March, Anne MacDonald of Rivergrove Environmental Consulting told Joe that we would soon be receiving the commissioned report on the effect that the deck replacement would have on the pond's water quality. Despite repeated attempts to contact Ms MacDonald, Joe reported that he has not heard from her since the first week in March. The City Attorney has been consulted and further steps will be taken. Joe was then directed by the Board to seek the assistance of the city's Planning Department in the resolution of this matter. Joe then reported that a meeting of Library Foundation Directors was held on April 24 and that additional people were appointed to the Foundation. The annual brunch in honor of the library's volunteers was held on April 24 and was very well attended. Friends' President Carol Kay expressed her appreciation of the work done by the library's volunteers. City Councilor Greg Chaimov and library staff members echoed

Carol's sentiments. Joe then said that the *First Saturday Music Series*, sponsored by the Friends of the Library, concluded its 2009-2010 season with the April performance by the band *Lee Highway*. Joe then said that the city's technology needs and services are being evaluated and that library employees are taking part in a city-wide harassment training program. The *Food for Fines* amnesty program brought in almost 1,000 pounds of food during April.

Old Business

Authors' Quarterly Series (AQS): Ed and Tom reported that the April 22 *Authors' Quarterly* program was very successful, with 24 people in attendance. The attendees seemed to genuinely enjoy the three featured authors, who each provided a unique approach to writing. Ed emphasized that a mailing list be developed for the AQS and that publicity be targeted to specific groups of possible attendees.

Library Programming Policy: It was decided that Joe, Kay and Robert will work on the programming policy and present an updated product to the Board at a later meeting.

Project updates and progress reports

Poetry Series update: Tom reported that April was National Poetry Month. In honor of the occasion, a well-attended Poetry Series reading was given by B.T. Shaw, Paulann Petersen presented a workshop on poetry writing on April 10 and an open mic event will be held on April 27. Board Member Ron Rasch reported that he attended a meeting of the Clackamas Cultural Coalition and provided the group with an update on the Milwaukie Poetry Series' activities. Tom then said that he is working with Milwaukie High School teacher Heidi Pullen to put on a performance by the *Flash Choir*. Tom concluded his report by saying that Milwaukie High School student Andrew Vander Pas will present his senior project, a poetry event, at the Pond House on April 29. Tom has served as the community mentor for Andrew's project.

Book donation registry on Internet: Mark suggested that book and other library materials donations could be solicited on the Internet. He described a program in which the staff would post needed materials at a specified Internet location and donors could then pay online for these items. Joe and Mark agreed to further investigate this idea.

General comments: Joe and Colleen both emphasized that the Friends of the Library need help with their Sunday Market booth – especially help with transporting the sale materials to and from the Market.

The meeting was adjourned at 8:20 PM.