



Ledding Library Board Meeting Minutes May 24, 2010 Ledding Library Pond House

Meeting called by: Library Board Vice Chairperson, Mark Docken

Board Members present: Colleen Schacht, Ron Rasch, Mark Docken, Kay Sweetland Bower, Robert Biswas Diener and Ed Zumwalt.

Absent: Tom Hogan

Library staff: Joe Sandfort

Guests: Acting City Manager Pat Duval; Interim Finance Director Andy Parks and Budget Committee Chairperson David Aschenbrenner

Meeting Minutes

Call to order: Library Board Vice Chairperson Mark Docken called the meeting to order at 6:45 pm.

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

New business

Acting City Manager Pat Duval; Interim Finance Director Andy Parks and Budget Committee Chairperson David Aschenbrenner provided the Library Board with a brief overview of the city of Milwaukie's financial state. Andy Parks emphasized that expenditures were reduced in the FY2010-2011 budget so that the ending balance of the general fund would be an adequate amount. Andy then explained that a series of city facilities assessments were being conducted and that preliminary findings indicated that the Pond House would need between \$84,000 and \$100,000 worth of repairs. These repairs include structural improvements to the roof, a new deck, new flooring and new doors. Andy then asked the Board if it would consider helping pay for the Pond House repairs from Fund 880, the Library Endowment Fund (LEF). Joe then explained that the LEF

is a city fund, the source of which was bequests made by Ethel Folden and Evelyn Zanon. The City Council has the authority to authorize expenditures from the LEF, but would want Library Board support before doing so. Andy then said that \$100,000 has been placed in the FY2010-2011 city budget, whether or not the Board supports using funds from the LEF. Andy believes that a well-maintained Pond House would encourage voters to support a future bond measure for library expansion. Ed then said that this type of decision may need to wait for a permanent city manager and finance director who would develop a long term funding and facility development strategy. Ed also said that the city needs to be very careful when asking for library-related money – that some past city administrations did not always have the best interests of the library at heart. The Board then asked Andy for two items which he said he would provide: a detailed list of the needed Pond House repairs and a description of the funding / reimbursement model based on a process used by the city of West Linn. Mark then asked why the library should be responsible for paying for part of the Pond House repairs since the house is a city facility. Board members Colleen Schacht and Kay Bower stated that the Pond House has become an integral part of the library program, featuring the Friends Book Store, the Authors' Quarterly and the Poetry Series. Colleen pointed out that the Board has previously discussed its desire to maintain the Pond House as a Ledding Library property. A second discussion took place concerning the future plans for the library itself. Mark expressed the sentiment that it may make more sense to build a new library at another site instead of trying to remodel the current facility. He said that he is aware of the restrictions stated in Florence Ledding's will concerning non-library uses of the building, but would like to take another look at this issue. The Board then passed a motion in which it promised to make a decision on whether or not to provide support for the requested funding at or before its July meeting

Librarian's Report: Library Director Joe Sandfort presented an abridged verbal report and said that the main part of the librarian's report would be placed in the minutes of the April meeting. Joe said that Anne MacDonald of Rivergrove Environmental Consulting submitted the deck replacement permit application to the city's Planning Department and that the project is now back on track. Joe also mentioned that the city's Facilities Department has assumed the responsibility for the completion of the deck replacement project. The process for hiring a permanent city manager continues. The library director, along with other Milwaukie citizens, staff and elected officials were interviewed by the city manager search firm. Joe provided the firm with the qualities that the library would like to see in the new city manager. The city's IST (Computer) Department took part in a process in which its work flow practices and patterns were examined. Library staff took part in this process and provided input to the firm that conducted this analysis. The Facilities Department painted the library's main stairwell a light brown color and one of the walls in the storytime area a bright yellow. The 2010 Plant Sale was an overwhelming success, taking in almost \$9,600. The Plant Sale team, headed by Kim Olson should be commended for their efforts.

Old Business

Library Programming Policy: Joe and Kay reported that they met and made a few additions to the library's programming policies. These additions clarified the responsibilities of the program presenters.

Project updates and progress reports

Poetry Series update: Joe reported that Judith Arcana's reading on May 12 was another well-attended, enjoyable and successful event. Paul Merchant's reading on June 9 will bring to a close another remarkable season of poetry readings.

The meeting was adjourned at 8:40 PM.