

Lyons Library Board Meeting

June 10, 2013 Minutes

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Chair Amy Shield opened the meeting at 7:00pm. Members present were Judy Wells, Cindy McMahan Lillian Halseth-Taylor; and Librarian Brenda Harris. Gary Alkire, the Library Commissioner and City Councilor, was also in attendance.

Chair Shield asked everyone to stand for the Pledge of Allegiance.

Changes or additions to the Agenda. *Love Cross and Lillian-Halseth-Taylor's Resignations* were added.

Approval of the April 8, 2013 Minutes: Member McMahan motioned to approve the minutes as presented, seconded by Judy. Motion approved.

Library Updates: Reports: Reports for May were available to review. Librarian Harris stated she was combining the volunteer hours with the items cataloged by category. She also has a monthly flow chart she compiles for the council and presents each month. She will make copies for the Board as well. Harris stated there are very few home-bound at this time.

PYM: The courier truck is painted with catchy library graphics and can be used for parades. It will be Jason 1, 2 or 3 that will drive the truck. Wagner Library (Falls City) will no longer be funded as they were before. It was a combined school/city library, and will need to rely on additional funding if it hopes to continue.

SRP: The schedule for the summer reading program was handed out and Harris gave a review of the information, including performers, dates, times, location and dress code. Harris has put flyers together to post around town, send to local papers, add to the website and place on the reader board. She stated the theme baskets kids could enter to win are: Explorer; Cooking; Gardening; Movies; Reading and Summer. Harris participated with *Reading for All, Stayton Public Library, MOM'S Club, Stayton Friends of the Family, and Healthy Kids* for a summer reading kick off. She spoke to Arturo from *Reading for All* about selecting 100 new Young Adult books from a list as part of a grant. He will also provide 150 children's books as well. These can be given away as part of the SRP program.

Old Business: CALM Services: Librarian Harris gave an update on this service, and the ADA requirements on the library building. The Handicap Checkout sign needed to be changed to *Accessibility* Checkout; the checkout counter behind the circulation desk needs to stay clear; and there needs to be a 60" x 60" turn-around area. Gary stated most of the "issues" were at City Hall. He also stated he asked them as to what would be required to make the restroom accessible. Until then, the restroom project is on hold.

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Pepper Spray: Harris noted the Linn County Sheriff gentleman was very knowledgeable on legal issues and provided a brief. Gary noted a Councilman felt it wasn't defined enough and there were concerns. Gary also noted the subject of security cameras came up and he "thinks" it includes the library as well. He had not had a chance to get with City Manager Mitchell to be sure. Cameras can be an assist to the Police Department and the proposed system has a long recording life, can be set to motion activated, and can be monitored via smart phone. Gary has consulted with Brenda as to preferred locations. There also was discussion on the outside lights and how best to keep them on for safety and security purposes.

NEW BUSINESS: Love Cross & Lillian Halseth-Taylor's Resignation: Lillian stated she travels a lot and feels she won't be available as needed. She doesn't want to cause a meeting to be canceled due to lack of a quorum. Amy asked if she could hold her resignation until September, until we could get someone to replace her. She stated she could. Love Cross submitted her resignation due to moving away from the City. Brenda has not done anything as of yet, she is awaiting direction from the Board. Amy asked if the Board was going to meet over the summer. Most felt it was okay to wait until Sept 9, 2013, and if needed, a meeting could be held. A notice stating there will be 2 vacancies and a deadline for submission of August 15 was agreed upon. Those interested will be asked to attend the Sept. 9, 2013 meeting. Harris will also note what the general duties are as a Library Board Member.

Member Judy Wells Renewal: Judy submitted her desire to continue on the Board. Lillian motioned to approve Judy's renewal, Cindy seconded. Motion approved. Her term expires June 30, 2017.

Election of Officers: Judy motioned to have Amy continue as Chair, Cindy seconded. Motion approved. Cindy motioned to appoint Judy Wells as Chair Pro-tem, Lillian seconded. Motion approved.

Harris noted the Board received a copy of the Library's 2013-2014 Budget. The only changes were the Summer Reading Budget was removed- it now falls under grants; and there is only an Assistant Librarian position, the Library Aide position was dropped. The Board had questions on training needed for Assistant Molly Freeman.

Gary wanted the Board to be aware, and if needed, set the record straight concerning staff and the extra hours they put in on their own. No hours have been returned and the duties have increased, so Gary wanted to note how dedicated they are. Harris stated the new time sheets now have a section to record volunteer hours.

The next meeting is Sept 9, 2013, unless notified a meeting is needed. With no further business, Chair Shield closed the meeting at 7:47.

B. Harris

Librarian