

*Lyons Public Library
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**Lyons Library Board Meeting
September 11, 2017
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Chairperson Pro-Tem Tammy McKim, opened the meeting at 7:05pm. Library Board Members Meg Hebing, and Ruth Case were present, Chair Amy Shield and Member Laurie Toepfer were excused.. Librarian Brenda Harris was also in attendance.

Everyone stood for the Pledge of Allegiance.

Changes or Additions to the Agenda: Assistant Librarian Position was added.

Approval of the June 12, 2017 Meeting Minutes: Tammy motioned to approve the June 12, 2017 minutes as presented, seconded by Ruth. Motion approved.

Library Reports: Brenda went over the Library reports for June, July and August 2017. It was noted the numbers were up. There were 993 in June, 1098 in July, and 1062 in August for checkouts & renewals. Also, 297, 285 and 308 holds were filled respectably. Monies collected were \$96.50 in June,\$96.52 in July and \$168.35 in August. Total patrons added were 22 in June, 10 in July and 17 in August. An updated Staff & Board contact list was handed out.

PYM/RFID: The library RFID tagging is completed. We are now working on the lists generated from the tagging process so the missing and lost items can be deleted from the collection. We did find some missing items that were not shelved in the correct spot. CanyonWeekly has asked for information on the process.

SRP: Brenda stated 99 kids registered and 59 completed the program, with 2,162 hours read. She reported there were a lot of new families and she thought they may not have been aware of tracking and turning in the hours read. Usually there are more children completing the program. She is working on trying to upload pictures and will send an article to the paper. She also noted the 2018 Ready to Read grant through the Oregon State Library has been submitted. Brenda informed the Board that story time starts back up Sept. 20th at 10:00. She has a meeting on Sept. 14th with 2 of the volunteers who will be doing the story time.

Ready for Kindergarten: Brenda mentioned she has not had time to get the kits together, but she did hand out the backpacks for Kindergarten Readiness in both English & Spanish at the school kick-off. The **School Kick-off** event handed out school supplies, clothing, hygiene products and snacks. We also handed out tickets to the Oregon State Fair and eclipse glasses. Tammy stated the turnout was impressive. Ruth asked if this was the first time the library has done this. Brenda explained the library partnered with the Salvation Army for the Tools for Schools program in the past, where every child at Mari-Linn School received a backpack with supplies. There also was a drawing, bounce house, face painting, free haircuts, food and more. Salvation Army stated there wasn't enough monies /donations from our end to make it worth their while.

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Old Business: Cultural Passes: Before Assistant Librarian Sara left, she had been in contact with the Evergreen Museum on getting a cultural pass. I received the invoice today for \$100.00, and we will renew the passes we currently have. The Evergreen Wings & Waves Park is separate and Brenda will need to contact them for information.

Patron Survey: This item was tabled to the October 9, 2017 meeting when a full board is present.

Policies: The policies completed to date are: Internet Rules; Internet Permission Rules; Lost/Replacement Card, Donation, & Family Delinquent Account Policy. The following policies still need reviewing and discussed at the next meeting: Library Services, Home bound service, Collection development, Public records, and the City of Lyons Public Library Policy on Internet Usage. Brenda also provided information on ORS 357.465 Public Library Board; ORS 192.610 Definitions for ORS 192.690; and Banned Books Week is Sept. 25-30, so she included the Freedom to Read Statement and the Bill of Rights. She stated she is reviewing the Oregon Library Standards to see where the library is and where it should be, to provide the best service to our patrons. She will make notations and then make copies for the Board to review and discuss at a later date.

Eclipse: Brenda reported the library had received an additional 2,000 glasses from the StarNet program. The glasses were handed out for free in August. The SRP kids received glasses and an activity book on the total eclipse. She noted she handed them out at the School Kick-off (in addition to Oregon State Fair passes), and the last open day before the Eclipse, she took some to John Neal Campground, the Fire Department, local markets, the post office and churches. There were 11 persons at the actual viewing program, one from California, and one from Tigard, who picked Lyons to do his photography throughout the eclipse. She had approximately 250 left and will send them to Astronomers Without Borders to be used in S. Africa and Asia.

Library Assistant Position: Brenda reported Sara Trott has accepted another job. She meet with City Recorder Micki and Library Commissioner Jessica Ritchie to interview, and make a recommendation to the City Council. The City Council approved hiring Alyssa Collins at their special meeting August 8, 2017. They alloted 20 hours for training that can overlap with other staff.

With no further business, Chair Pro-Tem Tammy closed the meeting 8:00. The next meeting is October 9, 2017 at 7:00 in the Library.