

**Lyons Public Library**  
**279 8<sup>th</sup> St / 448 Cedar St (m)**  
**Lyons, OR 97358**  
**lyonspl@ccrls.org**

**Lyons Library Board Meeting**  
**March 11, 2019 Minutes**  
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Chairperson Amy Shield opened the meeting at 7:05pm. Library Board Members Meg Hebing, Tammy McKim, Ruth Case and Laurie Toepfer were in attendance. Librarian Brenda Harris was also in attendance, and Sara Trott was a guest.

**Everyone stood for the Pledge of Allegiance.**

**Changes or Additions to the Agenda:** ADA is added to reports. *Waiving Children's Fines* was moved up to Library Reports.

**Approval of the December 10, 2018 Minutes:** Laurie motioned to approve the December 10, 2018 minutes as written, Meg seconded. Motion approved.

**Waive Children's fines** was moved up from New Business. Sara had asked the Library Board to consider waiving children's fines. She stated some of the Mari-Linn students can't use the library due to overdue fines. Several libraries in CCRLS are waiving children's fines or looking into it. Dayton Library waives all fines; Willamina and Woodburn are waiving children's fines as well. Sara mentioned the school library is fine free. The charges for lost or damage still apply. There are many studies of how successful this is and why. After discussion, the Board asked Brenda to see how many kids and adults have fines, and the total amount. Also if we can limit only kids cards, and not teen/YA. This will be under "Old Business" for next month.

**Library Reports:** Brenda went over the Library reports for December, January, and February.

**December Report:** There were 898 checkouts & renewals (Library was closed 2 days); 246 holds; 71 new items were added, 10 were bibs; and 5 new patrons were added. There were 3 volunteers for a total of 33.5 hours. Monies collected were \$10.25 on fines/fees; and \$5.55 for copies, for a total of \$15.80. OSL Ready to Read grant of \$1,000.00 was received. Performers through the CCRLS Ready to Read grant have been booked. The CSLP order, also from the same grant, will be ready for libraries to pick up at the February 8, 2019 meeting. The library is planning an animal sleepover December 21 – 22. On Saturday the kids can pick up their "animal", have story time and crafts. Also, the heating was out on one of the units and was replaced with a new one.

**January Report:** There were 974 checkouts and renewals; 406 holds filled; 26 new items were added; 5 new patrons were added. There were 5 volunteers for a total of 41 hours. Monies collected were \$30.80 on fines/fees; and \$38.25 for copies, for a total of \$69.05. CCRLS 2<sup>nd</sup> Qtr reimbursements for Net-Lending was \$1,311.00. The Stuffed animal sleepover had 6 participants, and the animals did some zany stuff. Brenda noted the "death of Windows 7" issue, and we are looking into updating to Windows 10 on the Internet computers. She is unsure if the current computers will be compatible. The pricing project is slowly being worked on. This has also turned into a weeding project as well.

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**February Report:** There were 597 checkouts and renewals; 265 holds filled; 27 new items were added; 5 new patrons were also added; there were 6 volunteers for a total of 88.25 hours (most have been working on the pricing project). Monies collected were: \$29.35 on fines/fees, \$1.00 replacement card; and \$4.55 for copies for a total of \$34.90. CCRLS 2<sup>nd</sup> Qtr. Reimbursements were: \$4.24 from E-Commerce; and Use-Based was \$1,894.00. There was \$14.00 received for a lost book from Interlibrary Loan, for a total of \$1,912.24. Summer reading promotional materials through a CCRLS Ready to Read grant, were received.

Brenda also wrote a grant for \$1,000.00 from the Youth Benefit Golf Tournament. Brenda stated she went to the Mari-Linn School's Science and Family night on March 7, 2019, where she and Sara (Trott) signed up new patrons and made them aware of the many services the library provides

**City Council:** Brenda updated the Board on the ADA issue, and that it is finally closed. Due to the current condition of the blinds, new blinds may be ordered.

**PYM:** Brenda updated the Board on the past meetings. CCRLS Libraries are now issuing Educator/School cards. This allows teachers to check out materials even if they do not live in the district. It is for 1 year and must be approved annually, to verify they are working for the school district. It can be fines or no fines based on each library's preference. The automatic renewal function will be implemented soon. It only works for email notices, it will send out 1 day before the notification that "your items are due in 2 days". If there are no holds or maximum renewals, the items will be renewed. If an item is not renewed, the system will notify the patron that it couldn't renew.

**SRP/Children's:** Summer Reading orders through CCRLS Ready to Read grant have been received. Brenda has ordered summer reading materials through the Ready to Read grant issued to the library. Brenda also mentioned she booked Mad Science to do a program during summer reading. This will also be part of the Ready to Read grant through the library. It was the consensus to skip the week of July 4<sup>th</sup>.

**Old Business:**

**Library Aide:** Nikki Stifel was unable to attend the meeting.

**New Business:**

**2019-2020 Budget Proposal:** Board Members received and discussed briefly the goals for short term and long term. They requested last years' final expenditures and current expenditures for this year. Members will bring their choices to the April meeting.

With no further business, Chair Amy closed the meeting at 8:05. The next meeting is April 8, 2019 at 7:00 in the Library.