

Lyons Public Library
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Lyons Library Board Meeting
May 13, 2019 Minutes
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Chairperson Amy Shield opened the meeting at 7:00pm. Library Board Members Meg Hebing, Tammy McKim, and Ruth Case were in attendance. Member Laurie Toepfer was excused. Librarian Brenda Harris was also in attendance.

Everyone stood for the Pledge of Allegiance.

Changes or Additions to the Agenda: “December” was deleted from the *Approval of the..... & Renewal of Terms* was added under *New Business*.

Approval of the April 8, 2019 Minutes: Meg motioned to approve the April 8, 2019 minutes as written, Tammy seconded. Motion approved.

Library Reports: Brenda went over the Library Report for April 2019. Please note the totals are across our circulation desk only. There were 969 items checked-out and renewed. 471 holds were filled; and 61 items cataloged -some are replacements of old copies. 8 new patrons were added. There were 3 volunteers, for a total of 69.65 hours. Monies collected were \$78.20 for fines, \$1.00 for replacement card, and \$9.55 for copies, for a total of \$88.75. CCRLS 3rd Qtr reimbursements were: \$1,894.00 for Use-Based and \$1,260.00 for Net-Lending, for a total of \$3,154.00.

Brenda noted that Council had questions at their April meeting, that she was unable to attend. She was in the ER with her son. She stated that Council Members may visit the Library asking questions. Board Members felt the Council should get to know the library. The “add costs to items” report is still being worked on. This has also turned into a weeding project as well.

Brenda reported the Friends of the Lyons Library purchased a new printer for the Internet computers. CCRLS installed and configured it on all the Internet computers. She also received \$1,000.00 from the Youth Benefit Golf Tournament.

PYM: Brenda reported the auto renewal feature is great, she has received positive comments from patrons. Grand Ronde Library officially became a CCRLS member. Once again, Keizer talk has stalled. They are only a volunteer library and not recognized as a public library according to the Oregon State Library and the Oregon Library Association. The new Procedure’s Handbook has been completed and is awaiting CCRLS PYM approval. The rotating collection (McNaughton’s) are now cycling 3 times a year, instead of 2.

SRP/Children’s: Brenda reported the summer reading brochure is ready and donations are coming in. She is working on the themed baskets, and PR. At the last Children’s meeting, each library received a purple, 3-eyed alien to use as a mascot. We will have a naming contest and the winner keeps the alien.

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Old Business:

Blinds: The blinds are scheduled to be installed Tues. May 14th.

2019-2020 Library Budget Proposal: Brenda reported she had not received a copy of the budget yet, but planned to attend the meeting Tues. May 14th.

New Business:

Policies: Brenda reviewed the new OLA Standards, which brought additional work on updating policies, having the Board put together a Strategic Plan, and adding comment cards in the library. The Board reviewed the following: *Mission Statement/Collection policy*. Initially, the *Mission Statement* had the *Reconsideration Policy & Procedure* on the same page. Brenda separated the 2, and put the Collection Development with the Mission Statement, and the Reconsideration Policy on its own, and added *ORS Chapter 357*. The "Reconsideration form" was added and the *Weeding Policy* was reviewed. Brenda stated the "CREW method" was added. Tammy motioned to approve the 4 Policies above as written; and the *ALA Library Bill of Rights & Freedom to View*, Meg seconded. Motion approved.

Renewal of Terms: Board Member Laurie Toepfer's term expires on June 30, 2019. Since the Board will not meet in June, they agreed to renew her term if she was interested in staying on the Library Board. A formal motion via email will take place if she reapplies. Brenda will contact her to see if she is interested. A motion to re-elect Amy as Library Board Chair and Tammy as Library Pro-Chair was made by Meg, and Ruth seconded. Motion approved.

With no further business, Chair Amy closed the meeting at 7:30. The next meeting is Sept. 9, 2019 at 7:00 in the Library.