

*Lyons Public Library
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Lyons, OR 97358
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**Lyons Library Board Meeting
September 16, 2019 Minutes
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Chair Pro-tem Tammy McKim opened the meeting at 7:10pm. Library Board Members Meg Hebing and Ruth Case were in attendance. Chair Amy Shield was excused. Librarian Brenda Harris was also in attendance.

Everyone stood for the Pledge of Allegiance.

Changes or Additions to the Agenda: None

Approval of the May 13, 2019 Minutes: Meg motioned to approve the May 13, 2019 minutes as written, Ruth seconded. Motion approved.

Library Reports: Brenda went over the Library Reports for May, June, July & August 2019. For May there were 1078 items checked-out and renewed. 428 holds were filled; and 77 items cataloged -12 were Bibs. 5 new patrons were added. There were 4 volunteers, for a total of \$35.75 hours. Monies collected were \$32.25 for fines, \$1.00 for replacement card, and \$8.10 for copies, for a total of \$41.35. CCRLS 3rd Qtr reimbursements were: \$1,894.00 for Use-Based, E-Commerce was \$13.34, and \$1,260.00 for Net-Lending, for a total of \$3,167.34

For June, there were 1169 checkouts and renewals; 444 Holds were filled sent to other libraries, 53 new items were added-9 were Bib records, and 13 new patrons were added. There were 6 volunteers for a total of 44.5 hours. Moines collected were \$37.50 on fines; \$1.00 replacement card; and \$4.25 for a total of \$42.75.

For July, there were 1376 checkouts and renewals and 509 holds filled and sent to other libraries. 62 new items were added- 11 were Bibs. 13 new patrons were added, and there were 5 volunteers for a total of 55.25 hours. Monies collected were \$25.10 on fees; \$1.00 replacement card; and \$5.00 for copies was collected (plus \$1.50 from June), for a total of \$32.60. CCRLS 4th Qtr. Reimbursements are: \$7.82 E-Commerce, and \$1227.00 for Net-lending, for a total of \$1234.82.

For August, there were 1139 checkouts and renewals, and 484 holds filled and sent to other libraries. 47 new items were added- 5 were Bibs. 4 new patrons were added, and there were 4 volunteers for a total of 33.75 hours. Monies collected were \$66.25 on fees, \$13.00 for a lost book, and \$6.60 for copies for a total of \$85.85.

Brenda noted the summer reading program went well, with 66 kids completing the program with 1,980 hours read! She noted that volunteer Debbie Charlick was a great help. Brenda submitted the Ready to Read Grant for next year. There is a Summer Reading Summit on Saturday Sept. 28, 2019 at Salem Library.

Library Aide Nikki resigned, but agreed to work on Thursdays during the summer reading programs. Marc Halseth has been hired to replace her and is doing very well. Brenda gave a brief background on him. Also, she had a handout on the number of DVD's other smaller libraries had and their circulation stats. This was requested by our City Council.

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PYM/CCRLS: A new password policy has been adopted, mainly due to the short PIN/passwords being the last 4 digits of the patron's phone number. Staff is encouraging patrons to change their PIN/password. Auto renewal is working great, and patrons are very happy.

Old Business:

Policy Updates: Brenda asked the Board if they wanted to adopt a Code of Conduct policy. This was suggested that all Libraries adopt as part of the Oregon Library Association. They suggested checking with the City to see if they had one. Brenda will check and report back.

Library Board Vacancy: Library Board Member, Laurie Toepfer, did not renew her term. The vacancy term will expire June, 30, 2023. The vacant position is posted on the Library's Facebook page and Website, has been in the Canyon Weekly and posted at the Library, City Hall, and Post Office boards. After discussion, the Board extended the deadline to November 1, 2019. Brenda will update the new deadline.

With no further business, Chair Pro-tem Tammy closed the meeting at 7:35. The next meeting is October 14, 2019 at 7:00 in the Library.