

**Lyons Public Library**  
**279 8<sup>th</sup> ST / 448 Cedar St (m)**  
**Lyons, OR 97358**  
**503-859-2366**

**Lyons Library Board Meeting**

**November 8, 2021**

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Chair Amy Shield opened the meeting at 7:02pm. Library Board Member present was Tammy McKim. Members Meg Hebing, Lyn Medley, and Amy Shield were present via Zoom. Librarian Brenda Harris was present, and Cathy Griswold was excused.

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

**Changes or Additions to the Agenda.** None.

**Approval of the September 13, 2021 Minutes:** Lyn motioned to approve the minutes as presented, Meg seconded. Motion approved.

**Library Reports:** Brenda read the report for the month of October. There were 998 checkouts and renewals and 493 holds were sent to other CCRLS Libraries (Chemeketa Cooperative Regional Library Services). Salem still isn't accepting holds from other libraries. 56 items were cataloged, 14 of them required Bib records. 4 new patrons were added, and there were 4 volunteers for a total of 113.5 hours, 50 were spent reviewing donated DVD's. 24 patrons used the Internet computers. \$11.20 was collected for copies. CCRLS 1<sup>st</sup> Qtr: reimbursements were: Use base \$2745.00 and Net-lending \$1488.00 for a total of \$4233.00.

**Summer Reading Program (SRP):** Brenda reported CCRLS children's librarians have made their recommendations for performers for SRP. They will be narrowed down at the December 10<sup>th</sup> meeting. Each library may select 3 performers, and the 2022 theme is "Reading Off the Beaten Path".

**Library:** The Library will have to design a new website and use another platform since the site we have been using is on CCRLS's (Chemeketa Cooperative Regional Library Service), and won't be supported anymore. We knew this was coming but it was delayed due to Covid closures. Brenda has been gathering the information and working with City Manager Micki. She has finally submitted the Oregon State Library Annual Statistical Report. Harris reported the Blue Cloud Analytics training took place and folders are being set up for the majority of the reports we would like to run.

Brenda gave an update on the library patron that fell in the library. All went well and he is doing better. She stated she will miss a week of work due to surgery next week.

**PYM (Polk, Yamhill and Marion):** Discussion on revamping the courier process was proposed at the meeting, and Courier delivery will be 4 days a week. All meetings have resumed via Zoom. Salem Library has a new City Deputy Librarian, Kim Carrol.

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### **Old Business:**

**Library Survey:** This was tabled until the next meeting to allow for the Board members to review the documentation from the previous survey. It was suggested the Board select 10 questions to use for the survey and bring them to the next meeting after the New Year. Brenda included copies of a Strategic Planning guide to review in January. Meg mentioned she saw Salem Library's Strategic plan on their website and it included questions as well.

**Cooling Center:** Amy wanted to discuss using the library as a cooling center. Brenda had copies of comments from other CCRLS libraries on this topic, and is included in the packets.

**Fine Free Checking:** Brenda noted the discussion among member libraries on rescinding the fine free check-in. This was approved when the pandemic closed libraries. Currently, everything that is checked out is checked in as fine free, so there are no charges for materials returned, this made sense with quarantining anywhere from 72 – 24 hours before processing items. This is tabled for further discussion.

The next Library Board meeting is December 13, 2021 at 7:00pm. With no further business, Chair Amy closed the meeting at 7:17pm.