

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

**Lyons Library Board Meeting**

**July 11, 2022**

**Page 1 of 2**

Open Meeting: Chair Amy Shield opened the meeting at 7:05pm. Members Tammy McKim, Meg Hebing, Lyn Medley and Chair Amy Shield attended the meeting via Zoom. Librarian Brenda Harris was also present via Zoom.

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

**Changes or Additions to the Agenda.** Tammy McKim's Renewal; Extend Application Deadline, under Old Business, were added. Chair & Chair Pro-Tem were added under New Business.

**Approval of the June 13, 2022 Minutes:** Meg stated the last paragraph on the last page should state *July 11*, not *July 17*. Meg motioned to approve the minutes with the correction, seconded by Tammy. Motion approved.

**Library Reports:** The library report was read aloud. Checkouts and renewals were 983, holds pulled and sent to other CCRLS libraries were 531. There were 43 items added to the library, with 6 needing bibs. We are still replacing old/worn books. 11 new patrons were added, and there were 5 volunteers for a total of 26 hours. We have 2 teens that are doing community service hours. 11 patrons used the Internet computers, while others used the WIFI. \$2.50 collected for copies, for a total of \$2.50.

**Library Summer Reading Program (SRP):** With the theme "Read Beyond the Beaten Path" most programs are geared toward outdoors. Brenda handed out free books with coupons for another free book to the Mill City Elementary School students. There are 37 children signed up to date. With 3 programs down, we've had positive feedback on the theme/programs. Reptile Man had 73 kids with 40 adults.

**Library:** Library Aide Rose Ader started June 28<sup>th</sup> and both Library Assistant Stella and I are training her on the various duties.

**PYM (Polk, Yamhill and Marion)** Nothing new. The new trucks that were ordered still have not arrived.

**Old Business: Library Vacancies:** The Library Aide position has been filled with a long, time local resident, Rose Ader. She was able to start right away.

**Extend Application Deadline:** The position for the Librarian has only 3 applications to date, and none with library experience, with Friday being the deadline. Chair Amy spoke with City Manger Micki about extended it. It was the consensus to extend the deadline to the end of July. Micki was successful in posting it on the Oregon Employment site, so hopefully there will be better applicants this time around. Amy read the interview questions and it was agreed to add "What do you feel makes good communication". Amy will participate in the selection process on behalf of the Library Board.

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**Page 2 of 2**

**Library Staff Work Days:** The Board had sent a letter pertaining to staff working on Mondays. Amy read the reply letter from Micki explaining her reasons for not addressing this until a new Librarian is hired. How this came about was the Pre-Covid staff did not work on Mondays. That changed with Covid and the limited hours. The reason to work on Mondays was 2-fold. A large number of holds are generated over the weekend, so Mondays there is a large volume of holds waiting to be pulled and filled. With Lyons not being open on Mondays, these holds are filled by other libraries, and our portion of Net-lending was less. Net-lending reimbursements are for libraries sending more items than they borrow. This pot is distributed quarterly. Over the past 4 years, \$19,000.00 have been received from Net-lending. With courier now running on Mondays, there are a large amount of materials that come in to process in addition to the holds to pull. It seemed easier to handle all that while the library was closed, and we have been doing so for several years. We ran into Stella's hours needing to be worked when the library was open, due to the Library Aide resigning, therefore no Monday hours.

**Library Board Member Tammy's Renewal:** Brenda noted Board Member Tammy McKim was reappointed to the Library Board at the last City Council meeting. Her term expires June 30, 2026.

### **New Business:**

**Library Chair & Pro-Tem Nominations:** Meg motioned to re-appoint Amy as Chair, Tammy seconded. Motion approved. Meg motioned to re-appoint Tammy as Chair Pro-Tem, seconded by Lyn. Motion approved.

The next Library Board meeting will be Sept.12, 2022 at 7:00pm, in person at the library or via Zoom. With no further business, Chair Amy closed the meeting at 7:35pm.