



LIBRARY BOARD OF TRUSTEES MEETING MINUTES
Thursday, January 10, 2019, 6:30 PM
625 NE 4th Avenue

I. CALL TO ORDER

Laura Felter called the meeting to order at 6:30 p.m.

II. ROLL CALL

Bonnie Carter, Laura Felter, Shawn High, Julie Hill, Christopher Knipes, Connie Urquhart, Jessie Wimer
Excused: Jennifer Smith.

III. APPROVAL OF MINUTES

A. Meeting Minutes from December 6, 2018.

 [Meeting Minutes for December 6, 2018](#)

Julie Hill made the motion to approve the December 6 Meeting Minutes. Shawn High seconded her motion.

IV. COMMUNICATIONS RECEIVED

No communications were received.

V. LIBRARY DIRECTOR'S REPORT

A. Director's Report for December 2018.

 [Director's Report December 2018](#)

- i. The Noon Year's Eve celebration was packed with almost 400 participants. Karen Nicholson will be splitting next year's event into two groups.
- ii. We are finding that we are offering more programs that fewer people are attending. There is value in small-group programs where people get to know one another but we also need the big groups that the masses enjoy. The key is to strike a balance.
- iii. We need to ask ourselves what kinds of events people are embracing.

- B. Q4 2018 Quarterly Report.
 - i. Holdings saw a 15% drop after the migration. However, we discovered that in the migrated data that, books we had weeded were given a Weeded status. Thus, they were not being eliminated from the catalog and were still be counted in stats. The staff is still performing catalog clean-up of erroneous records.
 - ii. Now FVRL and Washougal residents can acquire Camas Library cards. This doubled our number of borrowers.
 - iii. Laura Felter commented that our Teen numbers are up. Connie explained this is due in large part to the excellent roster of YA books Danielle is purchasing, added to the fact that many events are being held in the Teen Room.
 - iv. Our ILL numbers went up by 76%.
 - v. Facebook stats: Page Views are down due to our reach with promoted posts, which are being delivered right into our follower's timelines. They do not have to come to our Page.
 - vi. Connie will create an annual report for 2018.

VI. EXPENDITURES APPROVAL

Laura Felter made a motion to approve the expenditures. Shawn High seconded the motion. The leak repair is an ongoing issue.

VII. COMMITTEE & LIBRARY AFFILIATE REPORTS

A. Advocacy

Connie Urquhart has heard there have been conversations on Next Door and the MOMS Facebook page regarding the FVRL/Camas split and transition. No Trustees reported seeing anything. Connie will keep an eye on social media. Bonnie Carter suggested reaching out to Alecia Brazington.

Connie also came across someone advertising tutoring services at the Library for \$10 an hour. She will be reaching out to this tutor, as this is not a Library-sanctioned program.

B. Friends and Foundation of the Camas Library (FFCL)

The book sale dates have been set for 2019, and these will be the recurring events around which the book sales will be scheduled: Mother's Day, Camas Days, Hometown Holidays. These dates are easy to remember, and have historically been successful, with lots of people coming downtown for these events. The sales will last Thursday within that week, to Monday, with setup and cleanup time rounding out a full week. They are also scheduling a VIP night for Friends members.

The group held its long-range planning meeting on Tuesday night, during which they determined what areas they will be focusing on in the next two years. These include the following: Fund raising, marketing, membership for Friends in general as well as the board, and volunteers. The top three areas are fund raising, memberships to the FFCL, and marketing.

There is much continuing interest in a FFCL bookstore. It would be great to have a year-round, sustainable brick and mortar store that would generate revenue.

- C. Personnel
Nothing to report.
- D. Policy
Nothing to report.
- E. Second Story Gallery Society (SSGS)
There is a 2019 Artist Meet & Greet meeting scheduled for January 14. What are expectations for the year? It has been determined that the SSGS will operate sans a president this year.

VIII. AGENDA ITEMS

- A. Officer Elections and Committee Appointments for 2019.
Shawn High has accepted a position on the Planning Commission, but his intent is to also stay on the Board of Trustees. Jessie Wimer will stay on the Board for another term. Her appointment will go through with the rest of the ones presented to the City Council.

Here is how the elections played out:

Positions

Chair: Shawn High

Secretary: Julie Hill

Vice Chair: Jessie Wimer

Committees

Advocacy: Shawn High, Julie Hill

Finance: Shawn High, Jennifer Smith

Liaison to FFCL: Julie Hill (Laura Felter as alternate)

Personnel: Jennifer Smith, Jessie Wimer

Shawn High made a grand motion to approve all positions for 2019. Laura Felter seconded his approval.

- B. Planning Conference Update.
Each department head is creating a work plan update for the Council. Connie won't focus on sharing the ILS at the conference, but she will do so in an upcoming workshop.

For the conference Connie will present an overview of Strategic Plan plus the results of the community surveys we collected this past summer. These results have shaped where we are going this year.

Connie and the Trustees reviewed the 2019 work plan.

- C. Hands-On ILS Training for Open Houses.
The Trustees were trained on using the new catalog.

IX. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

X. NON-AGENDA ITEMS

There were no non-agenda items.

XI. PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments on agenda items.

XII. NEXT MEETING

The next meeting is on February 7, 2019.

XIII. ADJOURNMENT

The meeting adjourned at 7:58 p.m.