

**Salem Public Library Advisory Board
Wednesday, April 10, 2019**

A [full recording of the current meeting](#) is available.

Lois called the meeting to order at 5:30 p.m.

CALL TO ORDER

Members present: Bill Distad, Callen Sterling, Francine Boullosa, Lois Stark, Louise Newswanger

ATTENDANCE

Members absent: Harry Iwatsuki (excused), Jeff Skrysak (unexcused), Nick Wood (excused)

Guests: Marc Weinstein (City of Salem Legal Department)

Library staff members: Lilly Gamaney, Sonja Somerville, Sarah Strahl

Appearance made by the following member of the public:

**APPEARANCE OF
INTERESTED
CITIZENS AND
PUBLIC COMMENT**

Ann Bornholdt, Ward 7

Minutes were reviewed for March 13, 2019. Callen moved and Francine seconded that minutes be approved. Motion carried unanimously.

**APPROVAL OF
MINUTES**

**INFORMATION
ITEMS**

No Chair's Report was shared at the current meeting.

Chair's Report

Sarah answered questions from LAB Members regarding the April City Librarian's Report. Regarding Food for Fines, Sarah said she would bring the final figure for total waived fines to the next meeting.

**City Librarian's
Report**

Louise shared a report on Friends of Salem Public Library activities.

Friends Report

Lois shared a report on SPLF Board activities.

Foundation Report

Teen Services Librarian, Sonja Somerville, and Teen Advisory Board (TAB) Members Cady McManus and Sophia Hawley, provided an update on recent TAB activities.

TAB Report

DISCUSSION ITEMS

Bill asked questions about Floor 1 being open before 10:00 a.m. Sarah and Marc provided responses. Lois asked Sarah to make the City's Risk Management Division aware of the issue and follow up as needed per their recommendation.

**Floor 1 supervision
prior to open (Bill)**

Francine shared her research regarding library cards for minors. Sarah said she will bring information or a staff member who can answer questions about First Grade Bookmobile programming to the next meeting.

**Library cards for
minors (Francine)**

Sarah reviewed LAB vacancies that will open on June 30, 2019. Sarah talked about next steps the City will take to process LAB membership renewals and identify new member(s).

**Upcoming LAB
vacancies (Sarah)**

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Sarah asked the group for additional input on criteria for the seismic retrofit interim relocation. The group discussed this topic.

Criteria for retrofit relocation (Sarah)

Lois asked Sarah for an update on report contents. Lois asked the group to discuss how they can help out with providing information to Councilors and citizens and how they wanted to show support to the library at the meeting. Marc reviewed some basics of public meeting law.

City Council Report (Lois)

Lois gauged interest from LAB members for holding a LAB retreat. The group discussed limitations and interest. Marc reminded that any meeting of a quorum of LAB members to discuss any library business would qualify as a public meeting and necessary public notice measures would need to be taken.

LAB retreat (Lois)

Louise asked how motions passed by LAB at their February 2019 meeting are being communicated to Salem City Council. Sarah confirmed they are going before Council via a report that will be presented to Council at their April 22 meeting. The group discussed LAB attendance at the April 22 Council meeting. Marc recommended Sarah discuss with Steve Powers (Salem City Manager) and Norm Wright (Director, City of Salem Community Development Department) about having a LAB member speak in a designated spot on the agenda. Sarah said she would do this and try to get an answer by end of next week.

LAB at April 22 Salem City Council meeting (Louise)

None.

ACTION ITEMS

Francine talked about parking. Lois asked to put parking back on the agenda for next meeting.

MISC BOARD ITEMS

The next board meeting will be held on Wednesday, May 8, 2019, at 5:30 p.m. in the Board Room. The meeting adjourned at 6:48 p.m.

NEXT MEETING & ADJOURNMENT

Submitted by: Lilly Gamaney, Staff Assistant