

**Salem Public Library Advisory Board
Wednesday, September 12, 2018**

Nick called the meeting to order at 5:35 p.m.

CALL TO ORDER

Members present: Francine Boulosa, Bill Distad, Harry Iwatsuki, Louise Newswanger, Sigrid Olsen, Nick Wood

ATTENDANCE

Members absent: Jeff Skrysak, Lois Stark (excused), Callen Sterling (excused)

Guests: Kate Van Ummersen (Executive Director, Salem Public Library Foundation)

Library staff members: Lilly Gamaney, Sarah Strahl

None.

APPEARANCE OF INTERESTED CITIZENS AND PUBLIC COMMENT

Minutes were reviewed for Wednesday, August 8, 2018. Francine moved and Bill seconded that minutes be approved. Motion carried.

APPROVAL OF MINUTES

INFORMATION ITEMS

Nick said that he attended the Salem Public Library Foundation Board meeting last night to talk about the LAB's role in supporting the library. Nick clarified that the three-board meeting proposed in earlier LAB meetings will need to wait until strategic plan is forming more.

Chair's Report

Nick asked the group if they had any questions about information shared in the City Librarian's Report (see pages 4-5 of current minutes document). Nick asked Sarah to talk about the strategic report being completed in December. Sarah said that the timeline she originally set was too ambitious and has been moved back to December. Nick asked Sarah to talk about the internet access issues. Sarah said that IT staff performed routine maintenance on a router and outages started occurring soon after. Sarah said that IT staff are working on a solution. Francine asked Sarah to talk about library programs supported by the Assistance League. Sarah talked about READ programs and Operation Bookshelf, noting that Assistance League provides funding and volunteer support to make these programs happen. Sarah offered that Youth Services Division Manager, Karen Fischer, could attend a future LAB meeting to talk in more detail about Assistance League support. Sarah said that the October 8 Council agenda will include the RFP for architects/contractors for the bond project, a change suggested by the owners rep that will fit better with the nature of the progressive design build approach that will be used for this project. Harry said that he saw a news item about the Police facility not getting bids from local contractors in the Statesman. Sarah offered to invite City staff to a future LAB meeting who can speak to more specific questions about the bond and bond-related construction. Harry said he's interested to see that Facebook has generated interest in programs and noted that SPL's Twitter account hasn't tweeted since July. Sarah said she will check with the Social Media Committee about their approach regarding the different kinds of social media platforms they manage.

City Librarian's Report

**Salem Public Library Advisory Board
Wednesday, September 12, 2018**

Carol said that the Friends are getting ready for the Fall Book Sale, October 11-14, 2018. Carol said that Thursday, October 11 is Friends member night from 4:00-8:00 p.m., and that the sale will feature specialty collections in the Plaza Room. Carol said that the Friends honored volunteers at a Volunteer Recognition event at the end of August. Sigrid said that she cannot attend Friends meetings due to an ongoing conflict on Thursdays, but she will continue to help out at sales. Louise said she is willing to take over Sigrid's role as liaison.

Friends Report

Lois is not here. Kate Van Ummersen talked to the LAB members about SPLF projects, including Salem Reads 2019 and supporting purchase of high-quality scanning stations for patron use. Kate reviewed the donations LAB has made in the past to the Salem Reads program, including \$5,000 donated in 2017, and asked LAB to consider a donation to Salem Reads 2019. Kate reviewed funding sources for the scanner project and said that each machine will cost \$10,000, with one on each floor of the Main Library and one at WSBL. Kate asked the LAB to consider a donation to this project. Sigrid praised the scanning idea, pointing out that the public does not have many low-cost scanning options. Louise said that this will be great news for the WSBL, noting that many WSBL patrons have requested a photocopier be installed at the branch. Kate said that fundraising for the scanner project has brought in \$4,000 out of a \$40,000 goal. Kate confirmed that the scanning machines have been ordered. Kate excused herself to allow the group to discuss her requests.

Foundation Report

Nick reviewed the current open discussions that could involve use of LAB-stewarded funds: the scanning project proposed by Kate, the Salem Reads donation proposed by Kate, and the free parking project discussed in recent LAB meetings. Nick said that he would like to see a financial report of LAB-stewarded funds before making any further actions that promise donations. The group agreed to postpone any action on the donations Kate proposed until after the next meeting.

Teen Advisory Board member, Bella Ramey, shared an update on TAB news:

TAB Report

- Second annual Clue Live event saw 63 participants;
- TAB members helped with the Friends Children's Book Sale in June;
- "I Am..." Gallery Walk event explored identity through artwork and writing;
- Six new members have joined TAB;
- TAB Haunted House 2018 will open on October 27 with a Famous Monsters theme.

DISCUSSION ITEMS

Lilly said that Lois had expressed interest via email in running for Vice Chair and continuing in her current capacity as the SPLF liaison. Nick invited nominations for Chair. No member volunteered to run for Chair. Nick said he is happy to continue as Chair, and reminded that his final term will expire in June 2019. Nick noted that the member elected to Vice Chair would take over as Chair when Nick's term expires until the next election. Bill asked Harry if Harry was interested in continuing as Vice Chair. Harry said that he

LAB Elections

**Salem Public Library Advisory Board
Wednesday, September 12, 2018**

is not, but that he supports Lois's run for Vice Chair. The group voted unanimously for Nick to continue as Chair. The group voted unanimously to elect Lois to Vice Chair. The group voted unanimously for Lois to continue as SPLF liaison. The group voted unanimously to elect Louise to Friends liaison.

ACTION: Officer elections

See Foundation Report.

SPLF Salem Reads

Sarah shared that City staff estimated the cost to offset one year of Saturday parking fee collection in the library parkade at \$14,000. Sarah noted that this is almost twice as much as the \$8,000 estimate LAB members had been using to discuss this parking initiative. Sarah said that City staff are supportive of this initiative if LAB is still interested. The group discussed pros and cons of moving forward with the initiative. Sigrid reminded that the original purpose was to thank the community for approving the 2017 bond measure. Harry noted that bond-related construction timelines put move-out over one year from the current date, so attention would need to be paid to the exact time frame for this initiative. Sigrid asked if this initiative could result in patrons approaching their Councilors to seek permanent removal of parking fees at the library parkade. Sarah reminded LAB of other ways to help remove barriers created by parking fees, including supporting funding for automated parking technologies that could be installed during bond-related construction. Nick reminded the group of the SPLF donation requests on the table and advocated for tabling discussion of the proposed parking initiative until a financial report is shared out at the next meeting.

Saturday Parking Proposal

None.

ACTION ITEMS

Nick, Louise, and Francine reported that they will not be available for the October 10 meeting. Sarah said they could reschedule rather than cancel the meeting outright. Nick agreed to this noting the amount of action and follow-up items being moved to the October agenda from the current meeting. Nick moved and Bill seconded that the group reschedule its next meeting from October 10 to October 17. The motion passed unanimously.

MISC BOARD ITEMS

**MOTION:
Reschedule October meeting**

Louise asked if at the next meeting the group could talk about and set a retreat. Nick agreed and noted that the purpose of the retreat would be to discuss goals, purpose of the board, and any other ideas LAB members wanted to discuss.

The next board meeting will be held on Wednesday, October 17, 5:30 p.m., in the Board Room. The meeting adjourned at 6:46 p.m.

**NEXT MEETING &
ADJOURNMENT**

Salem Public Library Advisory Board
Wednesday, September 12, 2018

City Librarian's Report September 2018

Staff News

Sonja Somerville, Teen Services Librarian, was selected to enrolled in the 2018-19 City Executive Training program, which runs September - May. Garth Fullington, Security Officer, is moving on up to Code Enforcement Officer One! We're super excited for Garth's promotion and the fact that he's staying in Community Development! Ann Scheppke, librarian at SPL since 1987, is retiring on Friday September 7th and we wish her well in her new retirement adventure.

Library Spaces

The new RFP for design with changes outlined in last month's report on the Progressive Design Build for the Library seismic retrofit is going to City Council in October. West Salem Branch Library has reopened with book drop back in place. The Library has been experiencing issues with internet connectivity and in August. We've been working closely with IT to resolve this mission critical service, and in late August made adjustments to the equipment that seem to be resolving the worst of the issues.

Collections

The Library's Collection Development Policy went before City Council as an informational item and was lauded by Councilor Kaser for codifying the library's collection practices in this way.

With school starting, fiction books are flooding back to the shelves and non-fiction books are flying out the doors.

Events

The Oregon Library Association's Children's Services Division and Salem Public Library are hosting the 2018 Performers Showcase on Saturday, September 29, 2018 in the Library's Loucks auditorium. This full-day showcase allows audience members to see a five-minute preview from between 70 and 90 magicians, musicians, storytellers, creative dramatics, jugglers, authors, and others who specialize in entertaining and educating children and families. This event happens once every other year, and is attended by approximately 100 Oregon and Southwest Washington librarians and others who book programs for children and families. Local children with their grown-ups are welcomed to stop in and enjoy the entertainment.

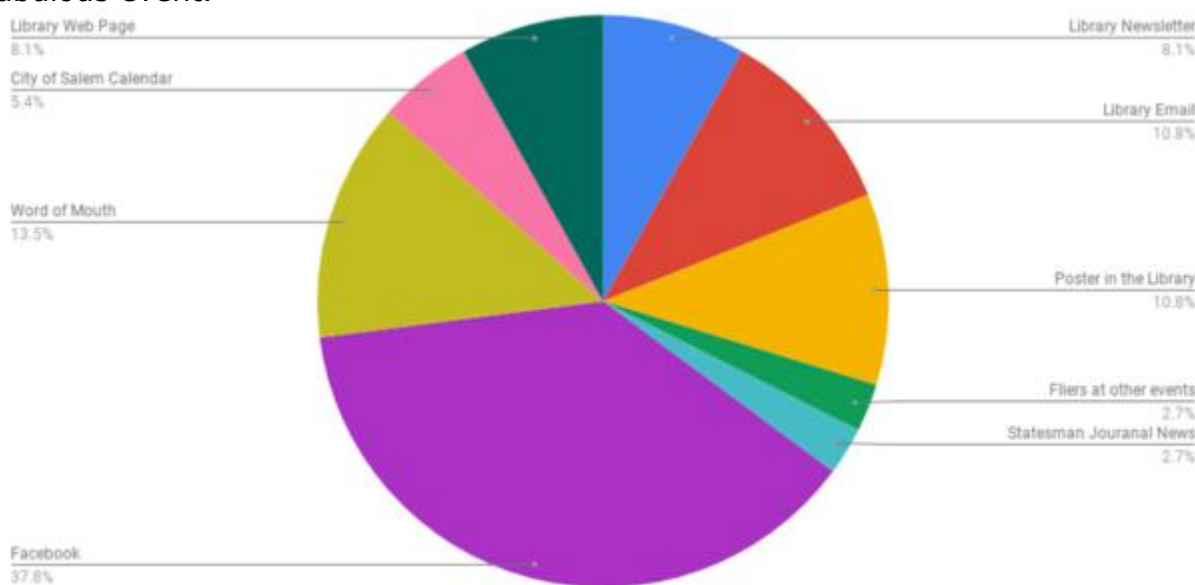
The new Discovery Room Exhibit, "Dinosaur Discovery" opened on Thursday, September 6 and will be open when volunteers are available during open Library hours through the end of 2018. This popular mini-children's museum provides multi-sensory exploration learning experiences on a theme for children and their caregivers, and includes guiding signage in English and Spanish.

Some years back, Ann Scheppke (the librarian mentioned earlier), worked in partnership with Environmental Services Waste Reduction Coordinators at Marion County, as well as Dana Canning, Master Recycler and coordinator of the Salem Sleeping Bag project to do a "Blue Jean Swap" to help the Salem community get ready for back to school. The idea is that

Salem Public Library Advisory Board Wednesday, September 12, 2018

people drop off gently used jeans they've outgrown or don't use and get a voucher to pick up a new (to them) pair. Participants could drop off a few weeks in advance for the voucher, or bring a pair with them for the swap itself. In the end, 281 pairs of pants gave a wardrobe boost to their new recipients. Approximately 80 additional pairs were given to Helping Hands, a local organization that provides free clothing to those in need. As you might guess, Dana Canning's role was to take any denim unsuitable for the swap itself or for donation after the fact and turn them into fiber for making sleeping bags for the homeless.

Marion County's partnership helped us reach a broader audience for the swap, including 21,445 people on Facebook with 711 of those people actually digging deeper and clicking on the article. Ann actually did a little survey of the participants and gave the leadership team a write-up and Facebook was by far how most participants in the swap heard about it with 37.8% of respondents indicating that is where they learned about the event. See the chart Ann created below for the full picture of how we reached the participants in this fabulous event.



Finally, this fabulous event will continue in the future, but we will have to have someone else at the helm. As mentioned in the staffing part of the report, Ann Scheppke retires from Salem Public Library on Friday September 7th. She's been a part of the SPL team since 1987 and will be missed.

General Library News

At the request of City Council, we'll have an informational report on the Summer Reading Program for them to review later in September. Also, we are working on statistics for the Oregon State Library reports. Finally, we've renewed contracts with the Assistance League for their support of the Operation Bookshelf Program as well as their support of the READ program for children.