

MINUTES
Library Advisory Board
November 9, 2005

Elaine called the meeting to order at 7:03 p.m.	CALL TO ORDER
<p><u>Members present:</u> Elaine Day, Albert Furtwangler, Bethany Gabbert, Virginia Green, Dick Haglund, Vlasta Havel, Koyfou Saechao</p> <p><u>Members absent:</u></p> <p><u>Library staff members:</u> Elizabeth Hughes, Chad, Reisig, Sonja Somerville</p>	ATTENDANCE
Dick Haglund, new board member, introduced himself again, for members who were absent at the last meeting.	INTRODUCTIONS
Minutes were presented for October 12, 2005. Virginia moved and Dick seconded that minutes be approved, and the motion carried.	MINUTES
None.	INTERESTED CITIZENS
<p>Chad said a consultant has been evaluating the cost of adding a Keizer library to CCRLS. PYM has a recommendation on their next meeting agenda to amend the bylaws to allow Keizer in CCRLS. The city of Turner has requested to be able to partner with Salem Public Library for Bookmobile service. Chad explained the voting process of PYM, CCRLS and Chemeketa's advisory boards. Gail will represent Salem Public Library at CCRLS.</p> <p>Chad said that there was only one proposal submitted for the library café RFP, which was disqualified for lack of meeting proposal requirements. He explained that the ORS does not require that the Commission for the Blind occupy the space, but that an explanation would be provided to the Commission in writing should another vendor be selected. Chad explained the various options, including implementing a coffee shop franchise like Starbucks. The group discussed various options and Chad answered questions about the RFP process and the Blind Commission. The consensus of the group was that a new RFP should be generated for a coffee shop type of venue.</p> <p>Dick made a motion that the library submit a new RFP to find a vendor to implement a coffee service type of venue, Virginia seconded, and motion carried.</p> <p>Bethany and Elaine will be on the RFP committee.</p> <p>Sonja summarized the Foré Fotè concert on Friday November 4. Bethany, who was also in attendance, said it was a lot of fun. There has been some turnaround with the business seminars, with increased attendance. The Willamette Valley Humane Society has advertising in the breezeway. Elaine shared a suggestion about utilizing the unused ad space to post "for sale" signs. Sonja explained that the staff time required to maintain that</p>	<p>OPEN ISSUES Keizer/CCRLS</p> <p>Café RFP</p> <p>MOTION</p> <p>Entrepreneurial Projects</p>

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<p>type of posting would not be feasible. A new volunteer who is a graphic designer will help to design in-house ads. The gaming is currently on hold. Nine bands submitted applications for the Battle of the Bands. Matt Richards from KSND and Marcie Marchet from Comcast participated in the selection process. Matt Richards will also MC the event in December. Each band will perform for 15 – 20 minutes with the winning band performing the showcase event in April. Rick Bragg, Jayne Ann Krentz, Jennifer Weiner, and Victor Villasenor are authors coming to do author talks. Go Print fees have increased revenue for printing charges and there have been no patron complaints.</p>	
<p>There are two vacant board positions. Virginia will ask City Council about getting applications for new board members.</p>	<p>OLD BUSINESS Board Position</p>
<p>Sonja talked about a grant that the library has decided not to pursue.</p> <p>Chad said that council approved a recommendation to increase the allocation for career staff using funds from part time exempt positions. The changes will be implemented effective November 14.</p> <p>Chad said the budget committee had requested that staff perform a study on the viability of Open.org and to present a “phasing out” plan. No final decision has been made on whether the program will be closed. The city would lose over \$500,000 if Open.org were to be dissolved. The technology impact to the library would be about \$30,000, due to the wireless internet and the library computers which utilize Open.org. The group discussed ramifications of changes to Open.org.</p> <p>The City Budget Office is allowing a 3% CPI increase to the proposed budget for FY 06-07. Chad explained the city’s budget process.</p>	<p>NEW BUSINESS Proposed Grant</p> <p>Library Staffing</p> <p>Open.org</p> <p>Budget FY 06-07</p>
<p>Elaine made a report to City Council on Monday night about Board activities during the past year. There were no questions from council and the presentation went well.</p> <p>Chad presented information on the Bernice Rise Trust and told the group about how the trust works. Due to the language of the trust, the library has not been able to utilize the allotment as intended. The language of the trust will be changed to include “works of art”. Albert said that Doreen Simonsen of Willamette University could be a resource for information on what to purchase per the requirements of the trust. Doug Yancey will investigate using the money for performances and/or Discovery Room exhibits.</p>	<p>REPORTS Chair’s Report</p> <p>Director’s Report</p>

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<p>Sonja said that the winter “double issue” of the newsletter (November/December) has been completed. She said the library website has been undergoing some changes and she encouraged the group to check it out. Elaine complimented Sonja on the wonderful layout and information provided in the library newsletter. Sonja asked the Advisory Board to put on a “vendor” display at the Staff Development Day on December 5, to inform employees about the functions and responsibilities of the Library Advisory Board. Other groups will be invited to present information as well. Vlasta, Koy, Elaine, and Virginia said they would be able to attend.</p>	<p>Community Relations Report</p>
<p>Sonja said the Friends book sale went well with them making about \$4,300. They will continue the biannual sales pattern, with sales happening in the spring and the fall. The Friends want to participate at some level in the OLA Conference.</p>	<p>Friends Report</p>
<p>Albert was not at the last Foundation meeting, and will not be able to attend the next Foundation meeting either. Sonja explained the action taken in regard to “unrestricted funds”.</p>	<p>Foundation Report</p>
<p>None.</p>	<p>MISC. BOARD ITEMS</p>
<p>There is no meeting scheduled for December. The next meeting is scheduled for Wednesday, January 11, 2006, 7 p.m. in the Heritage Room.</p>	<p>NEXT MEETING</p>
<p>The meeting adjourned at 8:27 pm.</p>	<p>ADJOURNMENT</p>

Submitted by: Elizabeth Hughes, Staff Assistant