

## Vernonia Library Board

### *Meeting Minutes for*

Tuesday, January 5, 2016

701 Weed Ave

Vernonia, OR 97064

10:30 A.M.

- I. Regular meeting was called to order at 10:34 am by Janelle Cedergreen.
- II. Board members, Audeen Wagner, Nancy Burch, Brandi Fennell, Janelle Cedergreen, and Grant Williams were present. Library Director Shannon Romtvedt was present. Board member Lynn Fulgham was excused.
- III. Grant Williams made a motion to accept the agenda, seconded by Brandi Fennell. Motion passed.
- IV. Minutes from December 2015, regular meeting were reviewed. Audeen Wagner made a motion to accept the minutes seconded by Brandi Fennell. Motion passed.
- V. No public comments.
- VI. Board member reports on items not on the agenda.
  - a. Library Director reported that the City department head meeting changed to Wednesdays after Council Meetings, 9 am. As there is no conflict now with the meeting time, board members decided to move normal meeting times back to 10 am on the 1<sup>st</sup> Tuesday of the month.
- VII. Old Business
  - a. Library Director updated board members on decisions made by City Council at the Monday, December 7, 2015 meeting. Council approved Books on Wheels and the Food for Fines fundraiser. Council plans to update the language of Ordinance No. 880 to make membership rules more clear. However, they would like all Library Board members post June 2016 to be non-staff members. Grant Williams pointed out that his 2<sup>nd</sup> term ends June 2016 so we would need to recruit three more board members. Board members would like Council to reconsider the decision as it will be a hardship to find enough volunteers. Plus, it can be a benefit to the board to include staff as they can fill in details about the library for other members.
  - b. Audeen Wagner updated Board members on the status of Books on Wheels. She confirmed that Meals on Wheels will continue to deliver books. Audeen Wagner will work on a flyer to promote the service. Library Director will put information and an ad in the newspaper. Audeen Wagner asked other members to think of potential patrons for this service.

- c. Board members reviewed an application for Library Board submitted by Haley Ayres. Grant Williams made a motion to submit a recommendation to City Council to appoint Haley Ayres to Library Board. Audeen Wagner seconded the motion. Motion passed.
  - d. Janelle Cedergreen proposed a library grounds clean-up day at the end of February to control the weeds that came up after the new planting. Saturday, February 27, 10 am was suggested, weather dependent. Library Director plans to include the library in Make Vernonia Shine in April 2016, spreading a new layer of bark chips.
- VIII. New Business
- a. Board members reviewed the 2015 Oregon Public Library Statistical Report.
  - b. Use of Study Club funds will be addressed at the Friends meeting since the donation was to the Friends. Library Board will be informed and/or will help with this project.
- IX. Director's report
- a. Library staff and volunteers will be re-organizing and labeling the DVD collection to make it easier for staff and patrons to find specific titles. This change will begin over the MLK holiday.
  - b. Library Director will be ordering new materials the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month. Suggestions for the collection or questions are welcome.
  - c. Vernonia Public Library is eligible for a Libri Foundation Grant this year. Libri Grant is a matching grant that will provide more childrens' books for the collection. Library Director will receive an application packet at the end of January.
- X. Reports/recommendations to city administrator or city council.
- a. Library Board application
  - b. Reconsidering rules restricting staff from Library Board
  - c. Clearing / de-icing parking lot after snow for safety
- XI. Agenda items suggested for the next meeting on Tuesday, February 2, 10:00 am.
- a. Adult Non-Resident fee
- XII. Audeen Wagner made a motion to adjourn the meeting. Brandi Fennell seconded. Meeting adjourned at 11:39 am.

These Minutes were approved at the February 16<sup>th</sup>, 2016 City Council Meeting.

  
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Stephanie Borst, City Recorder

  
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Randall J. Parrow, Mayor