

# City of Longview

## Minutes

### Library Board of Trustees

Monday January 11, 2016

4PM

Library Board Room

1. **Call to Order**

The meeting was called to order at 4:03 PM.

2. **Roll Call**

Present were Chris Skaugset, Jerry Zimmerman, Judy Fuller, Linda Bagaason, Sue Supola and Cathy Lowman. George Hext arrived at 4:20PM.

3. **Approval of Agenda**

Agenda was approved as written.

4. **Approval of Minutes**

Minutes were approved as written.

5. **Approval of Claims**

Claims were approved as presented in the amount of \$24,950.64.

6. **Constituent Comments**

There were no constituents present.

7. **Chair and Board Member Reports**

There were none.

8. **Librarian's Report**

a. **New Employee Introduction**

Chris introduced Sam Ryan and the board members to one another.

b. **Meeting with City Manager and Asst. City Manager**

Chris reported that he did meet with City Manager Dave Campbell and Assistant City Manager Kurt Sacha and that there were many topics discussed. These included the study of the Library to modernize and utilize our space better as well as how the actual improvements would be paid for. Possibly a bond measure or a bond measure/Foundation financing was mentioned.

There also was discussion on possibly eliminating overdue fines and on our current process for lost items which includes the court system and comparing that to a company that primarily goes after the actual lost items. The board asked how well this process has worked at other libraries. Chris said that he will have Lisa research this. Judy was also curious as to when other libraries have eliminated fines, how has that effected the items being returned etc. Linda was curious as to what the policies looked like at the libraries that have eliminated fines and those that use the other company that attempts to retrieve the lost items rather than the court process. This too will be researched by Lisa.

George Hext arrived at this time. (4:20PM)

**c. Food for Fines Update**

Cathy reported that \$584.04 was written off in fines and that we had collected 45 bags and boxes of food which was donated to the CAP Food Warehouse.

**d. Fire it Up! Adult Winter Reading Program beginning January 19th**

Chris reported that this program will run through the 28<sup>th</sup> of February. We have received many prize donations from various businesses in the area.

**e. Squirrel Scrip for Adults**

Chris asked for permission to allow patrons to read off their fines during this promotion, as we have in the past. A Motion was Made and Approved to offer reading their fines away during the Fire it Up! program.

**f. NW Voices – Robert Michael Pyle on January 13<sup>th</sup> at 7PM**

Chris reported that this is the 30<sup>th</sup> anniversary for his book Wintergreen and that he had done some of the writing of this book here in the Longview Public Library. There will be a workshop at LCC that afternoon and then the NW Voices event that evening here at the LPL.

**g. Library Closure for Martin Luther King Jr. Day on January 18th**

**h. Statistical Report**

Chris shared the Statistics for November with all in attendance.

**9. Other Business**

- a. Linda reported that it is the Board of Trustees turn to host the annual meet and greet which includes the Foundation Board, the Friends Board and the Board of Trustees. Judy offered to hold the event at her home. The decision was made to try for a mid-February date to schedule this. Sue reported that she will not be available from February 6<sup>th</sup> to 26<sup>th</sup>.
- b. Our next meeting is scheduled for February 1, 2016.

**10. Executive Session (if necessary)**

None.

**11. Adjournment**

The meeting was adjourned at 4:40PM.