

City of Longview

Minutes

Library Board of Trustees

Monday June 5, 2017

4PM

Library Board Room

1. **Call to Order**

The meeting was called to order at 4:04 PM.

2. **Roll Call**

Present were Chris Skaugset, Linda Bagaason, Sue Supola, Marquita Green, Kurt Sacha, Jennifer King and Cathy Lowman. Jerry Zimmerman arrived at 4:15PM.

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 \$21,847.52.

6. **Constituent Comments**

There were no constituents present.

7. **Chair and Board Member Reports**

There were none.

8. **Librarian's Report**

a. **Summer Reading 2017 by Jennifer King**

Youth Service Librarian Jennifer King presented the Build a Better World 2017 summer reading program and shared some highlights for the upcoming programs here at our library. Our programs will include gardening, building as well as a focus on community. We will again use an on-line program called Bean Stack for logging hours read as well as prizes earned. Pre-registration is currently open and the program begins here on June 23rd and runs through August 5th.

At this time, Jerry Zimmerman arrived to our meeting.

Jennifer also shared that this year there is also an adult summer reading program being offered. This too is through the Bean Stack program and will track what is read and when they will be eligible for a prize.

At this time Jennifer explained a request that she has for a special library card that is offered to a child who is unable to have a parent or guardian come in with them to apply for a card. This card will allow one item for check out and give them access to any of our on-line services. There will be a follow-up postcard sent out to the home stating that they can receive a regular card if the parent will come into the library and provide proper identification and complete an application. Linda stated that there are currently 200-300 homeless children living in our community. **A Motion was Made and Approved** regarding the new one item check out card for children that are under 18 years of age.

b. Library Study Update

Chris reported that there were several meetings conducted between the Hacker Architectural group and staff members, Friends, Foundation and the Board as well as Stakeholders. There was also a meeting for the public to attend and those who did attend were very engaged. Currently there are poster boards for suggestions and public comments available at the library. We hope to have preliminary findings in late June and a draft report ready in late July. Hacker was impressed with the building and feels that there is a lot of potential.

c. Board Bylaws Change to Order of Business (section 3.6)

Chris stated that there will be a new line on our agenda regarding the withdrawal of items; this will be discussed at our meeting in August.

d. "Circle of Wisdom" Move to Lake Sacajawea

Chris reported that the Longview Outdoor Gallery/Arts Commission is considering moving the Circle of Wisdom statue that was donated to the library to a location at Lake Sacajawea. We do not have a location to display this statue properly at the library. The donating family has approved the request to move it to the lake. There was **a Motion Made and Approved** to allow the statue to be relocated from the library to Lake Sacajawea.

e. Report on Staff Training Day

Chris felt that the training we received was well done. He felt here was a lot of important information and that it could certainly benefit other departments as well.

f. Squirrelnest: Art in the Park

Chris reported that he has been asked if the Art in the Park could be on the library grounds this year. This was approved by all in attendance.

g. Longview Wayfinding Signs

Chris shared copies of the upcoming wayfinding signs for the City of Longview and pointed out that our cupola is incorporated into the signs.

h. Library Closure – Tuesday July 4

Chris will also be on vacation that week.

i. Statistical Report

Chris shared the statistics for April. There was some discussion on places and spaces within the library.

9. Other Business

- a. Linda reported that the annual meet and greet which includes the Foundation Board, the Friends Board and the Board of Trustees will be held in August on the 27th from 2-5PM at Rosemary Powellson's home.
- b. Our next meeting is scheduled for August 7, 2017.

10. Executive Session (if necessary)

None.

11. Adjournment

The meeting was adjourned at 4:55PM.