

TIGARD PUBLIC LIBRARY  
BOARD MINUTES  
Thursday, February 14, 2008

Call to Order: 7:06 p.m.

Roll Call

Present at the meeting: Brian Kelly, Chair; Board members Richard Heath, Scott Libert, Cecelia Nguyen and Karen Levear; Library Director Margaret Barnes and Alison Grimes, Executive Assistant.

Minutes

The January 10, 2008 Board meeting minutes were reviewed and, there being no additions or corrections, the minutes were approved as read.

Motion – Libert

Second – Levear

Burke – Absent  
Heath – Aye  
Kelly – Aye  
Libert – Aye

Levear – Aye  
Nguyen – Aye  
Thenell - Absent

Agenda Additions and Deletions

None.

Call to the Public

Teresa Ferguson, the Library's new Technical Services Manager, was introduced to the board by Barnes. Originally from Anacortes, Ferguson came to Tigard Public Library from a somewhat smaller, stand-alone library in Park City, Utah. Familiar with the workings of various library divisions (circulation, collection development, reference), Ferguson looks forward to the variety at Tigard. She complimented her staff, noting how quickly materials are processed and placed on the shelves for patrons. After answering several questions from the Board, Ferguson left the meeting at 7:22 p.m.

Monthly Reports for January, 2008

January was another busy month - Circulation continues to break records. Checkouts from the self-check machine remain high (16,413 for January); a staff person is usually available to encourage patrons to use "Chuck" and assist those who may need help; this assistance may be keeping the self-check numbers high. January's gate count was 39,253 and 664 new patrons received library cards.

## Annual Library Survey

Two days remain for patrons to fill out and submit a survey form. To date, over 1,600 surveys have been turned in. Volunteers have been entering survey responses into a database; the results will provide good information and suggestions for future programs and services. The survey also reaffirms the level of patron satisfaction with current programs and services provided by the Library.

## Annual Meeting with City Council

Barnes reported that City Council agreed to a 20 minute tour of the Library before reconvening at City Hall for the remainder of their presentation. Board members will greet City Council members in the Library lobby at 6 p.m. Tuesday, March 18 before beginning the tour. After discussion, the Board decided on a rough schedule of events and topics for the evening. The library tour will focus on the self-check machine, the three new art pieces, the Local History Room and then end in the Houghton Reading Room. Back at City Hall, using the topic theme of "Building Community", Board members will briefly touch on the following:

- What's New (Tour recap) – Brian or David
- PAST: Response to last year's stated goals (community responsiveness, audit, levy) – Karen and Cecilia
- PRESENT: Programming as a developer of community – Scott and Dick
- FUTURE: Strategic Plan recap (growth, numbers, changes) –Brian

The Million Items Circulated poster will be taken to the Council meeting and Barnes and staff will look into the possibility of creating a photo collage poster for the presentation.

## Other Business

Due to the hour, the Board tabled this item until the next meeting.

Adjournment: The meeting adjourned at 8:45 p.m.

The next Library Board meeting is scheduled for Thursday, March 13, 2008 at 7:00 p.m. in the Conference Room at the Tigard Public Library, 13500 SW Hall Blvd.