

TIGARD PUBLIC LIBRARY
BOARD MINUTES
Thursday, March 13, 2008

Call to Order: 7:03 p.m.

Roll Call

Present at the meeting: Brian Kelly, Chair; Board members Richard Heath, Scott Libert, Cecelia Nguyen, Karen Levear, Jan Thenell, David Burke and Jennifer Vasicek, Alternate; Library Director Margaret Barnes and Jaime Hutchison, Senior Library Assistant.

Minutes

The February 14, 2008 Board meeting minutes were reviewed and, there being no additions or corrections, the minutes were approved as read.

Motion – Levear	Second – Libert
Burke – Aye	Levear – Aye
Heath – Aye	Nguyen – Aye
Kelly – Aye	Thenell – Aye
Libert – Aye	

Agenda Additions and Deletions

None.

Call to the Public

Jaime Hutchison, Senior Library Assistant was introduced to the board by Barnes. Jaime works in both the Circulation and Readers Services divisions. She processes Interlibrary Loan requests, facilitates proctoring, and has recently started working on the Adult Services program flyers. She answered several questions from the board regarding the Interlibrary Loan process and proctoring.

Monthly Reports for February, 2008

February was a busy month. There was a 27% change in circulation, one of the highest in the Cooperative. Library programs were well attended this month. The Tigard Times featured an article on Librarian Anna Bruce, and Trish was quoted in an article regarding volunteer work.

WCCLS Update

Barnes asked the Board for input about supporting a day-long closure to have a county-wide staff in-service day. The Board members discussed this and were supportive in principle, but would like to ensure that it would be well planned and beneficial and relevant to all employees.

Barnes reported that the WCCLS Executive Committee is beginning to discuss strategic planning for library services throughout Washington County and asked the Board who should be invited to participate in the strategic planning. The Board discussed this issue at length and suggested creating focus groups (students, senior citizens, ethnic groups, etc.). The Board mentioned that it would be helpful to invite people from the local business community.

Barnes mentioned that WCCLS will be doing a scientific survey by phone to see what the trends are in Washington County regarding library services.

Annual Meeting with City Council

Kelly gave an overview of the City Council tour of the library. Barnes showed the Board the photo collage poster and the posters of selected comments from the annual library survey created for the presentation. Thenell suggested the posters be displayed in the library after the Council meeting. The Board members each shared what they would be speaking on at the City Council meeting.

Annual Library Survey

Barnes handed out packets of comments from the annual library survey. Over 3,000 surveys were completed this year by library patrons.

Other Business

- Library Trends – Nothing to discuss
- CCI – Kelly informed the Board that the agenda is being set for the coming year.

Adjournment: The meeting adjourned at 8:37 p.m.

The next Library Board meeting is scheduled for Thursday, April 10, 2008 at 7:00 p.m. in the Conference Room at the Tigard Public Library, 13500 SW Hall Blvd.