

TIGARD PUBLIC LIBRARY
BOARD MINUTES
Thursday, September 11, 2008

Call to Order: 7:01 p.m.

Roll Call

Present at the meeting: Brian Kelly, Chair; Board members Richard Heath, Karen Levear, David Burke, Jan Thenell, Jennifer Vasicek and Alternate Linda Monahan; Library Director Margaret Barnes and Alison Grimes, Executive Assistant. Cecilia Nguyen was excused.

Minutes

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

Motion – Thenell	Second – Heath
Burke – Aye	Nguyen – Excused
Heath – Aye	Thenell – Aye
Kelly – Aye	Vasicek - Aye
Levear – Aye	

Agenda Additions and Deletions

None.

Call to the Public

Barnes introduced Ning Wang, Adult Services Librarian, to the Board. Wang began his library career in the early 90s in Chicago. He lives in Vancouver but has been with the Tigard Library for the last seven years because “it is the best place to work.” Wang was the lead for last year’s “Hearing Voices” program and is the Library’s computer guru. An expert in ordering materials in various Asian languages, Wang’s favorite part of his job is increasing collections as he enjoys selecting the books and other media. After answering several questions from the Board, Wang left the meeting at 7:11 p.m.

Monthly Reports for August 2008

This year showed a huge jump in participation in the Summer Reading Program – especially in the children and teen reading groups. Circulation statistics remain on an upward trend. Youth Services programs took a short break at the end of August but are now back in full swing. The Library received a great response from local teens who responded to the cry for shelving assistance.

Review of Library Policies

The Board reviewed, reaffirmed and endorsed the following American Library Association guidelines:

- ✚ ALA Freedom to Read
- ✚ ALA Freedom to View
- ✚ ALA Library Bill of Rights

Motion – Levear

Second – Burke

Burke – Aye

Nguyen – Excused

Heath – Aye

Thenell – Aye

Kelly – Aye

Vasicek - Aye

Levear – Aye

Beginning next month, various policies will be reviewed by the Board to assure they are current. In October, the Board will review the following:

- ✚ Library Use Guidelines
- ✚ Internet Acceptable Use Policy
- ✚ Confidentiality of Library Records Policy
- ✚ Cell Phone Policy
- ✚ Exhibit and Display Policy
- ✚ Borrowing Policy

To aid in knowing when each policy was last reviewed and endorsed, it was suggested that the reaffirmation date be included in the header of each policy.

WCCLS Update

Beginning in November, a consulting firm retained by WCCLS will meet with city managers and library directors in the Cooperative for strategic planning. Service boundaries for individual libraries within the Cooperative will also be reviewed.

Library Update

Barnes handed out copies of the Library's Annual Report for Board members, along with volunteer applications and the Public Works press release regarding the existence of arsenic in a portion of the property behind the Library. The Library also has the DEQ report for patrons to review.

Other Business

- Library Trends – e booklets

Kelly reported that he was contacted recently by a member of the Tualatin Library Board. They have a new Foundation board and requested a joint meeting between boards to see how Tigard's is run. That idea was acceptable by the Tigard Board, but it

was also suggested that Tigard hold a brief Board meeting, adjourn and travel to Tualatin, not only for a tour but to meet their Board members and answer any questions they may have. Kelly will discuss this with Tualatin.

Barnes noted that, due to turnover, two part-time Senior Library Assistants were being hired, along with a 20-hour, part-time librarian and a 32-hour Assistant in Circulation.

Adjournment: There being no further business, the meeting adjourned at 7:58 p.m.

The next Library Board meeting is scheduled for Thursday, October 9, 2008 at 7:00 p.m. in the Conference Room at the Tigard Public Library, 13500 SW Hall Blvd.