

The Multnomah County Library Board met on Tuesday, June 14, 2005, at Central Library in the U.S. Bank Meeting Room. Chair Dean Gisvold called the meeting to order at 7:37 a.m.

Board members present were: Robert Brading, Gwen Farnham Hyland, Stephen Feltz, Mark Garber, Martha Gies, Molly Gloss, Rick Gustafson, Marneet Lewis, Alice Meyer, and Donna Oden-Orr. Board members Joe Arellano, Jon Kruse, Diane McKeel and Diane Xiong were excused.

Staff members present were: Molly Raphael, Becky Cobb, Ellen Fader, Cindy Gibbon, June Mikkelsen, Lance Murty, Carolyn Myers, Leila Wrathall, Fun Martin, Brenda Clark, Steve Armitage, Virginia Tribe, Nancy Arveson, David Miles, Carol Rogers, David Ratliff, and Monique Coleman. Also in attendance were: Mary Carroll, Staff Assistant to County Commissioner Serena Cruz, Debby Simone of the Friends of the Library, and Matt Bellamy with 3M.

Vice Chair Alice Meyer requested the following change to the minutes: 1) Delete the word optional from the sentence beginning "A special optional session. She also asked the parenthetical phrase (attendance is not mandatory) be deleted. With these corrections, the minutes of the April 12, 2005 meeting were approved.

The minutes of the special board session to discuss library planning goals on June 7 were approved.

NOMINATING COMMITTEE

Mark, Jon and Martha met to accomplish two tasks: to fill the 2 vacancies and to choose officers for the next term. Mark suggested the Nominating Committee become a standing committee.

The Committee's first recommendation is for Dean and Alice to remain as Chair and Vice Chair for an additional year for consistency and continuity. Mark Garber moved; Rob Brading seconded, the vote was unanimous. The Committee's second recommendation was to fill 1 vacancy and continue to review applications for the second vacancy. Molly Raphael noted the recommendation goes to the Chair; Dean Gisvold asked the recommendation be considered in time for the July meeting. Gwen Farnham Hyland said it would be helpful to have Marian Creamer join the Library Advisory Board as she (Marian) is also a fellow Foundation trustee. The vote to renew the terms of Alice Meyer and Rick Gustafson was unanimous.

Martha Gies explained why the Nominating Committee should be a standing committee. She said the committee members want to ensure there is a regular mechanism for reviewing the candidates and filing vacancies.

Marian Creamer currently serves on the Library Foundation Board of Trustee. She has professional experience as a library media specialist; is the founder of Children Alive; has done previous volunteer work in the community. Marian will fill Jeff Tashman's vacancy.

DIRECTOR'S REPORT

The Director's Report was discussed. Specific items discussed were:

- 1) The Summer Reading 2005 began June 1, 2005. The program is well on its way to enrolling the program committee's goal of 55,000.
- 2) The Friends of the Library Store re-opening. Debby Simone of the Friends of the Library said the Store will tentatively re-open in September with a new merchandise mix of gift items and used books. Mark Garber inquired about the search for a manager. Debby said the Friends were pleased to have received 55 applicants from their two-week advertisement. She said the search should yield some good candidates. Molly Raphael said she is looking forward to having the store re-open.
- 3) The Lewis and Clark Exhibit at the Collins Gallery June 1 through July 27.

2005-2006 BUDGET PROCESS REPORT

Becky Cobb provided handouts with a detailed comparison of the FY 04-05 and 05-06 budgets. Each line item provided an explanation of the percentage of change between years. Becky indicated the large increase of \$400,000+ in Indirect Financial Operations was due to a new allocation method used for this year's budgeting process. This allocation method will be for next year's budgeting process. Other changes including Internal Services Other and Assessed Internal Services were essentially line item changes in which the amounts offset one another. Becky also noted the comment at the end of the report which noted a budget modification from the Library Foundation would add \$810,000 and 2.0 FTE.

Molly reported that the Shared Services model the County adopted in previous years has now change to two departments which will divide the functions included in Shared Services between them. Discussion of this item concluded with the clarification of some questions regarding specific line items.

LIBRARY PLANNING PROCESS UPDATE

The Library Board met in special session on Tuesday, June 7 to have an opportunity to provide comments of the planning goals as defined by the Community Planning Committee. The Friends of the Library and the Library Foundation had similarly met prior to the Advisory Board's meeting. Comments from these groups were included in the Library Board's discussion of the planning goals. The document to be used for today's discussion includes the six goals as defined by the Community Planning Committee and a 7th goal developed at Tuesday's (June 7th) meeting. Please see attached document "Multnomah County Library Goals, Revised Draft, 6/13/05, 2nd version" for complete information.

Molly Raphael explained that she is hopeful that today's discussion would result in an endorsement from the Library Advisory Board (LAB) to present the goals to the Board of County Commissioner's for their review and endorsement. The goals would then be developed into a strategic plan that would include activities, objectives and measurements to gauge the plan's success.

Discussion of the goals ensued. Voting results were as follows:

Goal 4: Molly Gloss moved; Alice Meyer seconded to adopt version # 2 as amended: "Babies and preschoolers will have access to a wide variety of early literacy programs and materials; school-age children and teens will have access to reading motivation programs and materials."

Goal 6: Alice Meyer moved; Marneet Lewis seconded to adopt Goal 6 as amended: "People of all ages and backgrounds will find welcoming neighborhood spaces where they can interact with others and participate in public discussion."

Goal 7: Alice Meyer moved; Mark Garber seconded to adopt version #2 of Goal 7 as amended: "People in Multnomah County will have a public library system supported by stable funding adequate to meet the above goals."

Rob Brading moved, Alice Meyer seconded to adopt the 7 goals as revised. (See attached document "Multnomah County Library Goals, Adopted by the Library Advisory Board, 6/14/05"). These 7 goals will be submitted to the Board of County Commissioners as the basis of the Library's long-range strategic plan.

THEFT OF MATERIALS AT THE LIBRARY

Molly Raphael talked about the complexities of the theft issue. She noted that missing items do not necessarily mean all items have been stolen. Items designated as missing are often times misshelved or lost during circulation. Staff take the appropriate steps to trace in an attempt to locate the items. There is no way to determine the theft an item until these steps have been followed. However, due to an increase in library use, staff workload has simultaneously increased to a level that causes tracing a missing item to become a lower priority than assisting a patron. Molly Raphael stressed that whatever long-term steps the library takes to address this matter must be cost-effective and thus would take some time to review. She provided a handout that spoke to the history of security gates and their use at the Library. Molly Raphael acknowledged the matter was creating a bad impression of the Library's fiscal responsibility but she stressed that library staff have made major strides to address the issue. She said library staff recognizes the seriousness of this problem and are implementing measures that will be effective in curbing theft-related loss of library materials. The following measures are among those that will be taken to address the issue: 1) analyzing circulation data on an on-going basis to track emerging trends of the theft of library materials; 2) creating enhanced security around high-demand items; and 3) identifying additional ways to deter theft, including reinstating security systems. Molly Raphael assured board

members that the library will vigorously and regularly evaluate the effectiveness of our theft-prevention strategies and alter them accordingly.

Gwen Farnham Hyland asked about comparative data from other libraries to help better assess Multnomah County Library's situation. Cindy Gibbon responded that most libraries don't publish this kind of data. Cindy noted the Multnomah County Library's rate for theft is just at or below the average of the theft rate for the retail industry. The retail industry is often used as a source of comparison because retailers do track this data and publish it regularly. Stephen Feltz said the Library must institute the measures quickly to reassure the community that theft detection is a priority.

The meeting adjourned at 9:05 a.m. These minutes are subject to approval at the next scheduled board meeting.

Multnomah County Library Goals
Revised Draft, 6/13/05
2nd Version

1. People of all ages and backgrounds will have the skills to find, evaluate and use information resources that best meet their needs.
2. People of all ages and backgrounds will find literature, information and answers to questions related to work, school, cultural, civic and personal life.
3. People of all ages and backgrounds will find a wide variety of current and popular materials and programs in the languages they read, speak or understand, to satisfy their personal reading interests and educational needs.
4. Babies, preschoolers, children and teens will have a wide variety of early literacy and reading motivation programs and materials.

OR

4. Babies, preschoolers, children and teens will be “school –ready” through having access to a wide variety of early literacy and materials ; school-age children and teens will enhance their learning opportunities/skills through reading motivation programs.
5. Adults and families of all ages and backgrounds will have materials and programs to help them reach their personal literacy goals.
6. People of all ages and backgrounds will find a neutral, inviting neighborhood space where they can interact with others and participate in public discussion.
7. People in Multnomah County will have a public library system supported by adequate and stable funding.

OR

7. People in Multnomah County will have a public library system supported by permanent, stable funding adequate to meet the above goals.

Multnomah County Library Goals
Adopted by the Library Board
6/14/05

1. People of all ages and backgrounds will have the tools and skills to find, evaluate and use information resources that best meet their needs.

2. People of all ages and backgrounds will find literature, information and answers to questions related to work, school, cultural, civic and personal life.

3. People of all ages and backgrounds will find a wide variety of current and popular materials and programs in the languages they read, speak or understand, to satisfy their personal reading interests and educational needs.

4. Babies and preschoolers will have access to a wide variety of early literacy programs and materials; school-age children and teens will have access to reading motivation programs and materials.

5. Adults and families of all ages and backgrounds will have materials and programs to help them reach their personal literacy goals.

6. People of all ages and backgrounds will find welcoming neighborhood spaces where they can interact with others and participate in public discussion.

7. People in Multnomah County will have a public library system supported by stable funding adequate to meet the above goals.