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## **Library Advisory Board Minutes February 12**

For Multnomah County Library Advisory Board (LAB)

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The Multnomah County Library Advisory Board (LAB) met on Tuesday, February 12, 2008 at Central Library in the U.S. Bank Meeting Room. Chair Mark Garber called the meeting to order at 7:35 a.m.

Board members present were Joe Arellano, Robert Brading, Marian Creamer, Martha Gies, Gwen Farnham Hyland, Stephen Feltz, Mark Garber, Dean Gisvold, Ruth Gundle, Rick Gustafson, Virginia Koontz, Alice Meyer, Donna Oden-Orr and Garrett Shephard. Board members Jon Kruse, Diane McKeel, and Ellen Wallin were excused.

Staff members present were: Molly Raphael, June Mikkelsen, Becky Cobb, Ellen Fader, Cindy Gibbon, Mike Harrington, Penny Hummel, Rita Jimenez, Lance Murty, Vailey Oehlke, Steve Roskowski, Virginia Tribe, Nancy Arveson, Abigail Elder, David Miles, Yvonne Chambers, Haley Isleib and Candy Bertelson.

Also in attendance were: Matthew Lashua, Commissioner Rojo de Steffey's office; Mary Monson, Friends of the Library; and Karie Trumbo, The Library Foundation.

The minutes of the January 8, 2008 meeting were approved with minor corrections.

### **CHAIR'S REPORT**

Chair Mark Garber opened the meeting. Mark noted upcoming vacancies on the LAB and requested an update from Martha Gies. Mark welcomed Ruth Gundle, latest member of the LAB. Mark announced that David Blount has been approved by the Board of County Commissioners (BCC) and the recommendation for George Feldman is in the process of being approved by the BCC.

Mark commented on a letter to Molly Raphael from the Multnomah County Citizen Involvement Committee (CIC). The contents of the letter had suggestions for the LAB to improve the recruitment process in terms of being fully representative of the communities that we serve.

Mark gave an update on the Teen Involvement Committee. Jon Kruse and Gwen Farnham Hyland are the board representatives on the committee and a meeting has been scheduled for February 19<sup>th</sup>. The meeting will include Garrett Sheppard and Ellen Wallin, the youth representatives on the LAB.

## **LIBRARY FUNDING TASK FORCE**

Dean Gisvold reported on behalf of the Library Funding Task Force (LFTF), which held a meeting in January.

Dean outlined the outcomes of their funding discussion. The first option was to take the current levy plus the General Fund and replace the sum with a permanent tax rate. The second option was to take the current levy and convert that amount to a permanent rate. There are two options for funding the balance: replacing funds from the General Fund with a utility tax; or continue funding the balance through the County's General Fund.

The Task Force generally agreed that the goal for permanent and stable funding was to have at least 10 years where expenses would not exceed revenues. Stable funding beyond 10 years would be very difficult to project.

The Task Force is concerned about the timing of a library proposal while anticipating other potential funding measures on the November ballot.

A meeting is scheduled for March 4<sup>th</sup>, when the LFTF will discuss whether or not there is support for a measure on the November 2008 ballot.

## **FINANCE COMMITTEE**

Stephen Feltz reported on behalf of the Finance Committee. Stephen and Becky Cobb reviewed the proposed budget with the LAB. Highlights included the two new branch libraries, and increases in IT and building management costs.

In addition to these increases, the Library has added \$200,000 in professional services and supplies to provide more capacity for IT projects. Discussion ensued regarding the Library's need to make such an increase while also paying central IT charges.

Becky offered to send a copy of the program offers to anyone who would like to review them before they are posted on the County's website. The program offers will be posted when the Chair releases his executive budget.

Stephen noted the proposed library budget for fiscal year 2009 is in line with what voters approved in the recent library levy.

The library will submit their program offers on Thursday, February 14<sup>th</sup>. The Finance Committee will need to submit the Library Advisory Board's report as the Citizen Budget Advisory Committee (CBAC) by March 7<sup>th</sup>.

A motion was made to grant authority to the Finance Committee to draft and submit the CBAC report. Members of the Finance Committee, who are available to appear at the Library's budget presentation on May 13, have authorization from the LAB to speak on behalf of the LAB.

All members of the LAB voted in favor of the motion.

### **NOMINATING COMMITTEE**

Martha Gies reported on behalf of the Nominating Committee. Martha introduced Ruth Gundle who is a publisher, civic leader and founder of Soapstone, a writing retreat for women located in the Oregon coast range. Prior to her literary career she was a lawyer specializing in women's rights litigation.

### **DIRECTOR'S REPORT**

Molly recognized Steve Roskowsi, Library Assistant, Central Library. Steve has been named paraprofessional of the year by *Library Journal*.

Molly shared information regarding the memorial tribute to Dorothy Hirsch. The event will take place at Central Library on Friday, February 22<sup>nd</sup> and will begin at 6:30 pm. June Mikkelsen, with assistance from Central Library staff, The Library Foundation and Friends of the Library, is coordinating the event. A portrait of Dorothy Hirsch will be hung in the second floor lobby of Central Library.

Molly invited LAB members to attend the 11<sup>th</sup> Annual Children's Author Lecture featuring Newbery Medal winner Lois Lowry. The event is Tuesday, March 11 at 7:00 pm at the First Congregational Church in downtown Portland.

In closing, Molly noted the success of the Learning 2.0 training program currently being offered to library staff.

### **MATERIALS MOVEMENT BRIEFING**

June Mikkelsen, Executive Assistant to the Director and Cindy Gibbon, Access Services Coordinator presented an overview of the materials handling process at MCL. Major points of the report included the lack of space for processing and handling materials, especially when compared to peer libraries; workers compensation claim incidents related to materials handling; and exploring the potential for automated materials handling.

## **FRIENDS AND FOUNDATION UPDATE**

Mary Monson reported on behalf of the Friends of the Library. The Friends Spring Book Sale will be in the Gresham Town Fair Shopping Center on April 26<sup>th</sup> and 27<sup>th</sup>.

Karie Trumbo reported on behalf of The Library Foundation. The Library Foundation was selected to be one of three organizations that the *Business Journal* has chosen to provide pro bono ad space for an entire year. TLF will be working with the Metropolitan Group who will be responsible for creating the ads.

## **GOOD & WELFARE**

Martha Gies noted a recently published article that she wrote in the *Eliot News*, a neighborhood newspaper, about the Title Wave Used Book Store. Copies of the newspaper were made available to LAB members.

Virginia Koontz noted the main entrance Central Library doors have been refinished.

Stephen Feltz inquired about whether or not space requirements have been taken into consideration during the planning of the two new branch libraries. The library management team has been working to maximize the available materials handling space in the two new libraries while working within budget constraints.

The next LAB meeting will be on March 11, 2008. The meeting adjourned at 8:45 am.

Respectfully submitted by:

Yvonne Chambers  
Multnomah County Library, Oregon