



City of Oregon City

Meeting Minutes

Library Board

625 Center Street
Oregon City, OR 97045
503-657-0891

Wednesday, January 13, 2021

Online via Zoom

6:15 PM

1. Call to Order:

Scott Edwards called the meeting to order at 6:20 PM.

Members Present: Larry Osborne, Cynthia Andrews, David Goldberg, Nick Dierckman, Kari Linder, and Scott Edwards.

Members Absent: Ken Hall.

Staff Present: Greg Williams, Library Director, and Denise Butcher, Library Operations Manager.

2. Approval of Minutes:

David Goldberg motioned to approve the minutes from the Library Board's December 9, 2020 meeting with no changes. Kari Linder seconded the motion. Larry Osborne, Cynthia Andrews, David Goldberg, Nick Dierckman, Kari Linder, and Scott Edwards all voted aye. The motion carried.

3. Library Director's Report:

Greg Williams shared that five new on-call staff members had been hired and thanked Denise Butcher and Katrina Charfauros, Circulation Coordinator, for their time and efforts in selecting the new hires.

Greg highlighted that some changes to FTE and budget had been made to create a 32 hour per week Library Technology Specialist position and shared that Adam Murphy had been selected for the position. Greg recognized that library technology is always important and is even more so in the current pandemic environment.

Greg stated that the basement staff area had been reconfigured to facilitate physical distancing. Greg said that upgraded people counters and occupancy monitors were expected to be installed by the next Library Board meeting and he would report on them more at that time.

Greg shared that digital New York Times access was going live for library patrons. Friends of the Library paid for the first year's cost of this service.

Greg shared that in addition to the partnership Oregon City Public Library had with the Oregon City School District for the distribution of unused Summer Reading prize books, the library had also partnered with Clackamas County Head Start to deliver 150 book bags to local youth. There are still a few prize books left and talks with other local groups were underway to distribute them.

All LINCC libraries agreed to extend COVID era circulation practices, namely longer circulation times and no overdue fines, at least through the end of March 2021.

Greg revisited a question David posed in the last meeting about COVID impacts on circulation

numbers. Greg showed that circulation numbers for all LINCC libraries were down significantly from December 2019 to December 2020, except for Milwaukie. Greg said that during December of 2019, Milwaukie was operating out of a temporary location and in December 2020 the library had returned to its permanent location.

David thanked Greg for sharing his findings.

4. Public Comments: none

5. Discussion Items:

Election of Officers 2021

Scott Edwards stated that the election of Chair and Vice Chair would occur that night. Scott explained the duties of the Chair: to preside over Library Board meetings, the responsibility of identifying subcommittees, seeing that Board position vacancies are filled, and seeing to the business of the Board. Scott explained that the Vice Chair's duties were to assume the duties of the Chair in the absence of the Chair. Both positions are for a one-year term.

Scott outlined that nominations for positions would be followed by voice votes.

Kari Linder and Larry Osborne simultaneously nominated Scott Edwards to position of Chair. No other nominations were submitted and nominations were closed. Scott asked for all in favor of Scott Edwards as Chair to vote aye. Kari Linder, Larry Osborne, David Goldberg, Cynthia Andrews, Scott Edwards and Nick Dierckman voted aye. Scott Edwards was elected as Chairperson of the Oregon City Library Board.

Scott asked for nominations for the position of Vice Chair. Larry Osborne nominated David Goldberg for Vice Chair. Cynthia Andrews seconded the nomination. There were no further nominations and nominations closed. Scott asked for all in favor of David Goldberg for Vice Chair to vote aye. Kari Linder, Larry Osborne, Cynthia Andrews, Nick Dierckman, and Scott Edwards voted aye. David Goldberg was elected Vice Chair of the Oregon City Library Board. David thanked the group for their nomination. Scott thanked Larry for serving as Vice Chair for two years.

Discussion of Candidates for Library Board Vacancies

Scott acknowledged that the two applicants for the vacant Library Board position were both highly qualified and making a decision would be difficult. Scott opened the floor to discussion.

Cynthia spoke positively of Elizabeth Zinter's enthusiasm, ideas, insights, and level of preparation. Kari agreed. Nick shared that he was impressed with Elizabeth's focus on diversity and how she might bring different perspective to the board. Cynthia also stated that Elizabeth's focus in interview and in resume on diversity and accessibility would be beneficial. David acknowledged the difficulty of choosing between the two candidates, but that Elizabeth's preparation and focus on inclusion were impressive. Larry appreciated the organization of her answers.

Larry Osborne moved that Elizabeth Zinter be the recommended candidate for the vacant position. David Goldberg seconded the motion. Scott Edwards, Kari Linder, Larry Osborne, Cynthia Andrews, Nick Dierckman, and David Goldberg voted aye. The motion carried.

Replacement for Ken Hall as FOTL Liaison

Scott thanked Ken for his time on the Board as well as his role as liaison to Friends of the Library. Scott asked for volunteers to assume the role of Liaison to Friends of the Library. Greg outlined the duties of the role, which include attending the monthly Friends meeting, which typically includes Greg presenting the Library Director's report, sharing and discussion of financial reports, Bookstore operations, and membership activities, and discussion of any library funding requests. Scott tabled

the discussion until next Board meeting in the event Elizabeth might be interested in it. Scott said if there were no volunteers at the next meeting, he would assume the role.

6. Communications:

Library District Advisory Committee (LDAC)

Nick shared that the most of the recent LDAC meeting focused on how library operations had adapted during the COVID-19 pandemic. Nick said that the focus of the upcoming March meeting would be on “next steps” for the Library District Task Force. Greg clarified that the Task Force was created by the Clackamas Board of County Commissioners, and that LDAC recommendations for “next steps” would need to meet with BCC approval. Nick added that the Task Force would also include City Managers and finance personnel.

Library Foundation

Cynthia said that the last scheduled virtual meeting did not occur due to technical difficulties. Cynthia reported that Foundation business was still occurring and that end of the year donation requests had been sent, partnerships with Oregon City School Foundation continued, and Dolly Parton Imagination Library efforts were still going well.

Friends of the Library

Greg shared that Friends was doing well considering the reduced hours they are operating, hoped to increase its volunteer involvement in 2021, and had broken even in 2020. Friends reported 46 members and that 10 of those members had joined in December 2020. Greg also shared that Friends were reviewing their bylaws with an eye to formalizing some of their procedures.

City Commission

Scott shared that he and Greg, on behalf of the Library Board, had presented the annual Library Board update to the City Commission. Nick thanked Scott for his presentation. Greg thanked Scott for his support of staff. Scott expressed appreciation for the scope of challenges the Library had faced and adapted to in the past year.

7. Future Agenda Items: none

8. Adjournment:

The meeting adjourned at 6:47 PM.