

JUNCTION CITY PUBLIC LIBRARY BOARD MEETING

January 19, 2022

The Library Board met in a regular session on January 19, 2022 at the JCP Library.

PRESENT WERE: Board Chair Jennifer Daeges; Board Members April Harris, Nancy Sabin, Laura Brown and Erin Dietrich; and Library Coordinator Michelle Schneider. Also present, were Mayor Beverly Ficek, City Counselor Karen Leach, City Finance Director Mike Crocker, and by phone Bill DiMarco, of the JC Historical Society.

- **Call to Order**

Board Chair Daeges called the meeting to order at 6:31pm

- **Changes to the Agenda**

- Budget discussion with City Finance Director Mike Crocker.
- Vote on the Fine Forgiveness Policy

- **Approval of December 21, 2021 Minutes**

Minutes from the December 21, 2021 board meeting were postponed to be tabled until the February board meeting.

- **Budget discussion - City Finance Director Mike Crocker**

A question was raised about what is General Revenue and how does the library receive its funding from this source – including franchise fees, cigarette tax, etc. The percentage of funding that Community Services receives was just changed, the first time since FY 2015-16 from 22% to 20%. There is a possibility that revenue for the library may go down. Revenue allocations were set by city council during the January 2022 meeting. However, new housing growth should bring in more property tax revenue in the coming years. Board Chair Daeges asked Finance Director Crocker about the JC Compensation Study and the Librarian position and its status within the city.

- **Monthly Summary Report and 2022-23 Budget Request Wants/Needs List – Library Coordinator Michelle Schneider**

- Library Coordinator Schneider mentioned she changed some line item names to become more descriptive and how some line item funds will need to be re-allocated due to current needs in the FY22-23 budget. Overall budgeting for the library is under budget for the half year mark.
- Review of the library coordinator's budget request of programming, furniture, new computers, interior painting, signage and building maintenance. Staff reviews the budget in February, then it goes to the Finance Director, the Community Services Committee will review it in March and then the Budget Committee in April for City Council approval in June. Supplemental grant funding and process for new grants was also discussed.

- **Fine Forgiveness Policy Vote** – The Library Board passed the policy unanimously.
- **Library Update & Review - Library Coordinator Michelle Schneider**
Items tabled due to time limits for the February meeting.
 1. New Partnerships (OSU 4-H Extension/Lane County Literacy Council)
 2. Upcoming Programming (Tax Sessions/Crafts/Events)
 3. Circulation Policies
 4. Tote Bag/Kit Project Update
- **Business**
 - Other Business – Mayor Ficek relayed that that city’s Sesquicentennial will be Thurs-Sun, Sept 15th to 18th,2022 including a 5K race and parade. She expressed that it would be great if the library also did something regarding the event.
 - The next policy subcommittee meeting is Friday, February 11, 2022. Gift and Bulletin Board Policies will be addressed.
- **Public Comment**
No comments were raised.
- **Adjournment**
As there was no further business, the meeting was adjourned at 8pm.

Respectfully Submitted:

Michelle Schneider, Library Coordinator

The next Library Board meeting is scheduled for Tuesday, February 15, 2022 at 6:30 p.m.