

## **JUNCTION CITY PUBLIC LIBRARY BOARD MEETING**

**February 15, 2022**

The Library Board met in a regular session on February 15, 2022 at the JCP Library.

**PRESENT WERE:** Board Chair Jennifer Daeges; Board Members Nancy Sabin and Laura Brown; and Library Coordinator Michelle Schneider. Also present were Mayor Beverly Ficek and City Counselor Karen Leach. Absent: Board Member April Harris.

- **Call to Order**

Board Chair Daeges called the meeting to order at 6:37pm

- **Changes to the Agenda**

No changes noted.

- **Approval of December 21, 2021 and January 19, 2022 Minutes**

As there were no changes to minutes, they were accepted as written.

- **Board Resignation - Erin Dietrich**

- Library Coordinator Schneider read Erin Dietrich's resignation letter. The City Recorder has been informed of the board vacancy and the position has been posted on the city website.

- **Bulletin Board Policy**

- Library Coordinator Schneider shared the bulletin board policy. Board Chair Daeges requested a line be added specifying that political and religious community events could be posted. Board Member Brown suggested removing the location identifiers as the policy would need to be updated if the boards moved. Library Coordinator Schneider will consider the feedback and revise the policy to present at the next meeting.
- March 11, 2022 from 4-5pm was scheduled for the next Policy Subcommittee to go over the Gift Policy.

- **Monthly Summary Report & 2022-23 Draft Budget Review**

- Library Coordinator Schneider shared the budgets. On the draft budget, shifting of funds is not complete. Some funds from books and magazines will be diverted to digital media and resources. Some categories will need additional funding such as courier. Ideally, more funds would be put into training. Regarding the 2022 budget requests wants/needs list, Dial-A-Story will come out of the library annual budget, the rest of the requested items will be paid for out of the library capital expenditure fund.
- Mayor Ficek suggested the library can find additional funding through the Soroptmists.

- Board Chair Daeges asked about a higher wage for the library coordinator and if a letter from the board could be sent to the city. Mayor Ficek suggested sending one to Mike and Jason. Board Member Brown offered to write the letter.
- **JCP Library Survey Results**
  - Board Chair Daeges went over some survey results and suggested outreach may be useful in letting people know about the library location and services. Library Coordinator Schneider said the community services department brought back the community guide and it would be ideal to mail the guides to residents.
- **Library Update & Review**
  - Library Coordinator Schneider gave the library updates.
  - Melinda Garcia from OSU 4-H Extension Service help co-leads Craft-a-Story. They had 12 attendees which is about max for the space. Craft-a-Story will be the second Saturday of every month.
  - The literacy council partnership has not started yet. It is forecasted for fall, perhaps for a literacy fair at the Sesquicentennial.
  - The first tax session with Board Member Sabin had one attendee. The next session is 02/23/22 for seniors.
  - Storytime has resumed. The early literacy specialist from the Monroe library is reading every Friday from 11-11:35am.
  - There is an opportunity for a presentation on Native American history.
  - Library Coordinator Schneider shared the newly developed documents “Circulation Policies” and “Getting a Junction City Public Library Card”.
  - The tote bags in the children’s section have been removed and the books are being cataloged individually and put on the library shelves.
- **Public Comment**

No comments were raised.
- **Adjournment**

As there was no further business, the meeting was adjourned at 7:45pm.

Respectfully Submitted:

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Michelle Schneider, Library Coordinator

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