

JUNCTION CITY PUBLIC LIBRARY BOARD MEETING

March 15, 2022

The Library Board met in a regular session on March 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 6:48pm
- **Changes to the Agenda**
Job description of Library Assistant position to be reviewed.
- **Approval of February 15, 2022 Minutes**
As there were no changes to the minutes, they were accepted as written.
- **Board member application update**
The application deadline is April 11, 2022. One application for the library board has been received.
- **Bulletin Board Policy**
Library Coordinator Schneider shared the revised bulletin board policy. All were in favor of approving the policy. The bulletin board policy adoption was approved.
- **Review Suspension/Bar Policy**
Library Coordinator Schneider shared the draft suspension/bar policy and the need for the policy. There have been patrons putting others at risk with behaviors that will be listed in the policy. The policy will be reviewed by the city administration as well as the court judge and/or the city attorney to ensure it is written legally.
- **Monthly Summary Report & 2022-23 Draft Budget Review**
Library Coordinator Schneider shared the budgets. As we are towards the end of the fiscal year, it is apparent some categories will need to be adjusted for next year. The repair and care of the library is one category that may need more funding in the future. The history of the library, including the building history, was read. Furniture, such as new book and DVD spinners, are to be purchased but it may wait until after interior painting occurs. Michelle will meet with the Friends of the Library group to

get a better understanding of their future plans as they can provide funding for purchases.

- **JCP Library Survey Results**

Board Chair Daeges shared that the library survey data has not been prepared in a user-friendly way yet and it is in progress.

- **Library Update & Review**

Craft-A-Story and Storytime are going well and have a high attendance. The last tax session for small businesses is next week. A lecture about the Nez Perce is being planned. The teen volunteers are starting a book club. A board game group is in the planning stage.

- **Extending library privileges to first responders**

Library Coordinator Schneider asked about extending library card privileges for first responders. A first responder would have no library card fee if living out of district and may use their place of employment as their contact information. All agreed to extend library card privileges to first responders.

- **Job description of Library Assistant**

This is a 10-hour, part-time position on Thursday, Friday, and Saturday. It would help to cover lunches for the library coordinator and assist in programming and cataloging. The job description will be going to council for approval.

- **Public Comment**

No comments were raised.

- **Adjournment**

As there was no further business, the meeting was adjourned at 8:11pm.

Respectfully Submitted:

Michelle Schneider, Library Coordinator

The next Library Board meeting is scheduled for April 19, 2022 at 6:30 p.m.