

**EUGENE PUBLIC LIBRARY ADVISORY BOARD
MINUTES**

Thursday, May 19, 2016

6:00 p.m. – 7:30 p.m.

Singer Room, Downtown Library, 100 West 10th

Present: Chelsea Clinton, Kerry Delf, Joe Gonzales, Kelly Johnson, Sharon Posner, Connie Regali, and Beth Walsh.

Absent: Kelly Johnson

Staff: Connie Bennett, Erin Finot, Renee Grube, and LaVena Nohrenberg

Public: Elaine Twigg Cornett

1. Called to Order and Introductions.
2. Additions/Corrections to the Agenda – none.
3. Approval of January Minutes – approved.
4. Public comment: Elaine Twigg Cornett shared that she is a longtime supporter of the library and wants to see what the Advisory Board meetings are like.
5. Reports from the Library Director, Friends, and Foundation were submitted ahead of time.
6. Update on Maker Hub implementation from Librarian Erin Finot: Eugene Public Library's Maker Hub consists of two spaces. In the open lab, people can work on their projects in a workshop setting, with the Library providing the equipment and tools. Each week, the tools will have a different focus area: weekly focus in areas: Digital Fabrication, Textile Arts, Electronics and Robotics, Paper and Other Handcrafts, Media Editing and Graphic Design.

Volunteers will be staffing the Maker Hub. Volunteers will be setting up the equipment, help patrons get started on their projects, and other duties. Time commitments: one year commitment required (if necessary, a full school year is acceptable), minimum of two 2-hour shifts each month, and attend volunteer trainings. Qualifications: Experience with, or interest in learning, at least one of the above focus areas. General computer skills and comfort with technology. Experience teaching, tutoring, coaching, or leading activities. Ability to connect positively with a wide diversity of people. Minimum age 18.

The Media Lab offers state-of-the-art audio, video, and design equipment and software for independent learning and individual projects. The Media Lab opens when the Library opens each day and closes 30 minutes before the Library closes. For example, you can record and edit music with an audio interface, microphones, and more; create graphics with professional software; convert old slides, negatives, and VHS tapes to digital files on CDs or DVDs; and create animations, websites, and games.

In addition to the Open Lab times and the Media Lab, the Library will continue to offer classes on maker type equipment, both Downtown and at the Branches.

The Maker Hub opened during Spring Break in which 155 people came during the 18 Open Labs and 49 people used the Media Lab.

7. Summer Reading: The Summer Reading program helps kids keep their reading skills up while school's out, learn new ideas, and try new things. This year's theme is "Get in the Game!" and all ages are welcome to join in the fun. Children, teens, and adults can visit any Eugene Public Library location – Downtown, Sheldon, or Bethel -- to sign up. Kids and teens each get to choose a free book to keep, courtesy of the Friends of the Library. Each time they visit the Library, children can also enter a raffle for family passes to City of Eugene pools or local museums. Adults get a free flashdrive and a coupon for a free coffee from Novella Cafe or \$1.00 off a purchase at Second Hand Prose Book Store, both located at the Downtown Library. Also, adults and teens can write book reviews on the Library website for chances in free raffles for gift cards. Board members are encouraged to volunteer and help with kids' sign-ups, which is mostly helping the children select their free book.
8. Levy implementation: Throughout the Spring, Library managers have been hiring for new employees to support the increase in services.
 - Hours & Access: Increased hours begin July 1, 2016
 - Programs for all ages: The goal will be to offer between 1600-1800 programs by the end of FY17; the increase will be based on FY16 numbers. Board members asked about the outreach van, and Connie explained that we need to get the new staff on board in order to conduct a gap analysis of our current off-site programs and that analysis will guide plans for all aspects of delivering programs off-site.
 - Materials & Technology: Analysis of the kiosk for laptops or tablets is underway. For materials, selectors are building on their existing plans for the collection. The money will be spent throughout the year. Blu Ray discs will be added to the collection in October.
 - Accountability and Transparency: Connie presented a draft template for the report that will be provided at each Library Advisory Board meeting, and she solicited feedback from board members. The majority of the statistics we already collected because they are the same sets of data all public libraries track; we submit our data to the State of Oregon Library who submits them for inclusion in national statistics.
9. Info share and Announcements: Advisory Board applications have been submitted. Beth Walsh reapplied and has been reappointed to the Bethel Branch representative position; thank you Beth. Chelsea and Kerry will interview four candidates for the youth position. Sharon Posner handed out the Eugene Public Library Foundation annual report.

NEXT MEETING: Thursday, July 21, 2016, 6:00-7:30 p.m., Singer Room

Eugene Public Library - Advisory Board
May 2016

Library Services Director Report

Recruitments

As reported in April, we've identified the 21 new, levy-funded positions to provide the expanded services, which in some cases is resulting in a reconfiguration of job duties in a work area. Our current target to hire is a total of 34 new employees – due to the levy expansion, retirements, promotions, and other departures. Some new employees, for currently vacant positions, have already been brought on board. Several of the Branch positions will be starting in June, so the new staff will be trained and ready when hours increase July 1st. Most of the non-branch new levy positions will be starting in July. All in all, around 25% of our staff will be new faces by the end of this summer.

Sprucing up the Branches

As we prepare to welcome the public with expanded Branch hours in July, we're investing in some repair to the two facilities – paint, furniture, new carpet, new bike racks, etc.

EUGENE PUBLIC LIBRARY FOUNDATION

Sharon Posner, President

Although we haven't met since January, this report covers activities from the last one in March.

1. The "Imagination Library" Luncheon, held on April 7th, was very successful, doubling the number of attendees, and tripling the amount of money raised, to over \$45,000.
2. The Foundation's Annual Report was published and distributed to contributors, and is available to anyone interested in finding out about the Foundation's program.
3. In the latest edition of "Blue Chip" magazine, the ad for Summit Bank featured Monica Wilton and mentioned the Foundation.
4. Recent changes in EPLF Board membership: We were sorry to see two resignations, but buoyed by the addition of four new members.
5. In June, Don Churnside will be the new president of the Foundation board.
6. An Estate Planning presentation by Foundation Board member Larry Deckman will take place at 5 pm on Wednesday, June 8th, at the Library. An invitation to this event will be included with the Foundation's Spring Appeal letter.
7. Planning is underway for our big "Booked" event on Friday, September 30th. Storm Kennedy will return as MC and Frank King will serve as auctioneer. We are now focusing on sponsors for the evening and any suggestions or contacts would be much appreciated.

Friends of EPL ADVISORY REPORT

CONNIE REGALI

What is that Hillary Clinton quote, "It takes a village"? If so, thanks to the legion of volunteers that rolled up their sleeves and donated time and effort to make our 2015/16 FEPL a success! Second Hand Prose doing well, mini sales growing (join us July 9th for "Summer Read"), online sales growing (a recent \$695.00 sale!) and the granddaddy of all, the April sale, where we took in \$80,400! Hats off to all who make this happen.

We will be presenting the library with a check for \$100,000 at their June staff meeting.

Each year we honor a special member, and this year the recipients are the Gilberts, Jane and Bob. A few years ago, Jane chaired the April sale, being fairly new to the Friends. Much to our delight, along with Jane came Bob! They are a vital part of our team, helping in innumerable ways and always with innovation, energy and cheer!

We will celebrate all of this, install next year's officers and note the end of another year at our Annual Meeting, June 14