

**EUGENE PUBLIC LIBRARY ADVISORY BOARD
MINUTES**

Thursday, November 19, 2015

6:00 p.m. – 7:30 p.m.

Singer Room, Downtown Library, 100 West 10th

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

Staff: Connie Bennett, Renee Grube, LaVena Nohrenberg, and Maresa Kirk, Circulation Manager

Absent: Chelsea Clinton

1. Called to Order and Introductions.
2. Additions/Corrections to the Agenda – none.
3. Approval of September Minutes – approved.
4. Public comment – none.
5. Reports from the Library Director, Friends, and Foundation were submitted ahead of time.
6. Circulation policy regarding in-complete items: Maresa Kirk explained how the Library deals with items that are returned incomplete (e.g. an audiobook missing one of the discs.) The Board provided feedback:
 - Add a step in the process to send a notification to patron about the missing piece, before sending the patron a bill for the item.
 - The speed with which patrons are sent to collections seems fast tracked, compared with overdue fines.
 - When sending a printed bill, also send a notification via the communication method the patron receives other Library notices (e.g. email, text, or phone).
 - The language in the letter seemed punitive rather than informative.
7. Library levy specifics: Much appreciation for all the supporters, especially the Political Action Committee, the Friends of the Library, and the Eugene Public Library Foundation!

The expanded hours will begin on July 1, 2016. Branch hours will increase to 48 hours across 6 days; patrons and staff are submitting their suggestions for the new schedule. Sunday morning will be added to the Downtown hours. The new open hours schedule will be announced in January.

The new employees associated with increased programs will start work in July 2016, which is when the bulk of the planning will occur. The priorities for the increased programs will be teens, early literacy, makerspace, and delivering programs off-site. Board members were asked to provide feedback about what programs the community wants. The 33% increase will be on top of the annual total for this year; estimating the new goal will be around 1,600. An important component of increased program will be growing the volunteer program.

Each librarian that current selects items for the collection will have increased budgets, the combined increase will be \$300,000. Initial planning for the increased technology will begin this spring, but most of the planning will occur after July 1 when new staff are in place.

Advisory Board members will receive quarterly reports that will include budget information and updates on all three aspects of the levy: hours, programs, materials & technology. There will also be some type of mechanism to provide updates to the community.

8. Maker Hub policies:

For the programs or open labs that occur in the Maker Hub rooms, the plan is to require users have a library card. This is a limited resource, and we want to reserve access for members. The programs that are offered in the larger meeting rooms will be open to everyone.

There would be no charge for supplies used during Library programs. During open labs, where people will work on individual projects, there will be a fee for the supplies used (e.g. the plastic for 3D printing, a bobbin for sewing, or a large print). The Library will just charge whatever it cost to purchase the supply.

There are still decisions to make whether the Maker Hub rooms or equipment would be available to rent.

9. Info share and Announcements: On December 2nd, the Mayor is holding a public forum to discuss solutions for how best to share the public spaces Downtown.

NEXT MEETING: Thursday, January 21, 2015, 6:00-7:30 p.m., Singer Room

EUGENE PUBLIC LIBRARY ADVISORY BOARD – REPORTS: **November 19, 2015**

Library Services Director - Connie Bennett

Successful passage of Measure 20-35 at the November 3rd election, and we're now beginning to work on next steps of implementation. Here is complete text of the resolution, as background for Agenda item #6:



[Library Levy
Resolution.COR...](#)

Eugene Public Library Foundation – Sharon Posner, President

Since last we met in September...

1. "Booked for the Evening" was successfully held on September 11. Although attendance was down slightly, the event raised more money than ever for library programs. Children's literacy was the hook we used for our \$\$\$ appeal to attendees.
2. "Imagination Library" continues to enroll children in the Eugene catchment area. The current number: ca 2700.
3. Ballot Measure 20-35 engaged the devoted energies of many board members. Taking leadership positions were: Robert Pinger, Carol Hildebrand, Andrew Stiefel, David Marcus and our ED Monica Wilton.
4. Received a \$10,000 grant from the Cressey Foundation to support "Live Homework Help" on the library website.
5. Shared a booth with the "Friends" at the Chamber of Commerce Business Expo.

Friends of the Eugene Public Library – Connie Regali, President

~Our main focus was involvement with the library levy PAC. Kudos to Carol Hildebrand, chair, and the many other Friends who served on the PAC committee, canvassed, helped with tabling in front of the library, took lawn signs, wrote letters to editors and in general supported the effort.

~We held our annual "Holiday" mini sale on Nov 14, and happy to report, a huge success!

~We, along with the Foundation, manned the Chamber of Commerce Expo event held at the fairgrounds. It proved to be a successful endeavor, and hopefully spread the word as to the value of our library.

~We have a new board member, filling our "at large" position.

~We have launched a "Looking to the Friends' Future" long range plan. More about that later.

~Many devoted volunteers giving their time to make our "four buckets" (April sale, Second Hand Prose, online sales, mini sales), successful.