

DRAFT

**Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
SEPTEMBER 23, 2020**

MEMBERS PRESENT: Rich Dougall, Vice-Chair; Caroline Berry; Megan Chuinard; Yasmin Ismail; Olivia Jensen, Youth Representative

STAFF PRESENT: Pat Duke, Library Director; Molly Muldoon, Secretary

MEMBERS EXCUSED: Miriam Pinoli

Vice-Chair Rich Dougall called the meeting to order at 6:33 P.M. via Zoom.

The Board approved minutes of the August 26, 2020 meeting.

ONGOING BUSINESS/CALENDAR ITEMS

1. Youth Services – Olivia Jensen reported the Teen Advisory Board (TAB) took a break due to the smoke but then resumed and planned Fall Events. On October 9th, there will be a virtual Bingo night, on the 23rd, there will be a virtual murder mystery and costume night, on November 6th there will be trivia and the 20th will be an escape room. They are also planning a promotional video.

2. Librarians Report – Pat Duke reported the library had been closed September 10 – 18 due to the smoke from the wildfires. Smoke got into the building via the HVAC system and staff wasn't brought back until the city's air testing said that it was safe. During that time, Pat was the only one to come in to empty book drops and do a little check in and picklist. He also noted that while the library has been open to the public, circulation numbers have been creeping up. The Library of Things items are still circulating and the chromebooks and hot spots have been introduced and are circulating. Pat also noted that the City of Wilsonville had its first Covid case on the 21st but so far it has not affected the library.

3. Strategic Plan – Pat Duke reported there was no update.

5. Policies and Procedures – Pat Duke reported that the quarantine period for returned materials has been upped to 6 days based on the IMLS study.

6. Annual Library Report – Pat Duke reported that he wasn't done with it but as it was due by the 30th of September, he would send it along when it was done.

7. Friends of the Library Report – Pat Duke reported the Friends tried to have a donation drive on September 9th and 16th but they were cancelled due to smoke. The drive has been rescheduled for September 30th and October 7th. The procedure will be similar to how curbside

pickup had been done. The Friends met on the 23rd and discussed how they are selling books online but it isn't making as much money and they are running out of things to sell hence the drive. They want to find a way to open the bookstore and Katie Howe and Pat Duke will discuss.

8. Library Foundation Report – Caroline Berry reported the Foundation is working on membership. They are looking at virtual fundraising and some members will be attending other virtual fundraisers to see how they work.

9. Library Boards Comments to City Council – None

NEW BUSINESS - None

ROUND ROBIN

Meeting adjourned at 7:38 P.M.

The next regular meeting is scheduled for October 28 at 6:30 P.M. via Zoom

Respectfully submitted,
Molly Muldoon
Board Secretary

***Copy available from Board Secretary**