



**Clackamas County Library Advisory Board
 Meeting Agenda
 March 16 , 2023
 5:30 pm
 Virtually Via Zoom**

<https://clackamascounty.zoom.us/j/89078898118?pwd=WXRleHVrMTJDVTNwSWw2aVhVRkVZQT09>

Passcode: 323700

Webinar ID: 890 7889 8118

Topic	Time	Information Discussion Decision	Lead
Library Board Meeting Call to Order	5:30 pm		Debrah
Approve January and February Minutes	5:35 pm	Decision	Debrah
Reports/Discussion items:			
a) Director’s Report	5:40 pm	Information	Mitzi
b) Questions for Opsis	5:55 pm	Discussion	Debrah
c) NCPRD DAC update	6:15 pm	Information	Grover
d) Gladstone Task Force/Art Committee update	6:25 pm	Information	Natalie
e) Concord Task Force update	6:35 pm	Information	Grover
f) Public Comment (3 minute limit)	6:45 pm	Information	Debrah
Adjourn	7:00 pm		Debrah
Next meeting: April 20, 2023			

Clackamas County Library Advisory Board Meeting
Virtually Via Zoom
Minutes - Unapproved
January 19 , 2023 5:30 pm

Attendance

Voting members

Members	Attendance	Notes
Debrah Bokowski	present	Chair
Grover J. Bornefeld	present	Vice Chair
Natalie Smith	present	
Evan Griffith	present	
Caitlin Gonzales	present	
Nancy Eichsteadt	present	Non-voting alternate (Gladstone)
Anatta Blackmarr	present	Non-voting alternate (Oak Lodge)

Others present

Name	Notes
Mitzi Olson	BCS Library Manager
Jacque Betz	Gladstone City Administrator
Paul Savas	Board of County Commissioners

Call to Order: The meeting was called to order at 5:30 p.m.

Approval of December 15, 2022 Meeting Minutes: Approved with no corrections or additions.

Reports

Director's Report: Mitzi

- We are moving forward with trying to reduce some fines, which will require a proposal to the BCC about the changes. This would only affect daily overdue fees for DVDs and games, and is intended to improve consistency across library locations.
- We are working on a series of classes for the Gladstone Senior Center.
- The OBOB (Oregon Battle of the Books) club at Gladstone Library has been lightly attended, so we are working on some additional promotion.
- We are working on contracts for the Portland Early Learning agency to offer bilingual storytimes at both libraries, although it will likely start just at Gladstone.
- The yearly report for the Gladstone City Council is scheduled to be presented on February 28.
- Oak Lodge's Youth Librarian is offering storytime at Headstart twice per month.

- The LINCC Library Services budget is still being worked out. Mitzi will provide more information when it is available.

NCPRD DAC Update: Grover

- The DAC did get a Conditional Land Use permit approved for Concord site.
- No recent updates about where the project actually is. Mitzi shared that an update is in the works.

Gladstone Library Task Force: Debrah

- Natalie requested that there be a joint task force meeting to cover updates in the spring.
- No updates at this time.
- Commissioner Savas added that his memory is that there should only be updates if something changes. Currently, everything is on track so there is nothing to report.
- Commissioner Savas expects there to be a funding decision soon.

Concord Property and Library Planning Task Force: Grove

- No updates.
- Grover asked for more information about some expenditures.

OLA Standards Review: Mitzi

- 6 through 7.3. Review complete.

Public Comment (3-minute limit)

- None

Additional Topics

- Anatta, Grover, and Commissioner Savas discussed statistics about poverty and crime levels in the vicinity of Oak Grove and Gladstone.
- Grover brought up a topic on the next LDAC agenda regarding the use of district funds. It may be time for an audit or update.
- The Board discussed inviting Commissioner Shull and Commissioner West to take a tour of both libraries. Grover will reach out to both and make arrangements.

Next Meeting: February 16, 2023

Adjournment: 7:00 pm

Respectfully submitted,

Robin Dawson

Clackamas County Library Advisory Board Meeting
Virtually Via Zoom
Minutes - Unapproved
February 16 , 2023 5:30 pm

Attendance

Voting members

Members	Attendance	Notes
Debrah Bokowski	present	Chair
Grover J. Bornefeld	present	Vice Chair
Natalie Smith	present	
Evan Griffith	present	
Caitlin Gonzales	not present	
Nancy Eichsteadt	present	Non-voting alternate (Gladstone)
Anatta Blackmarr	present	Non-voting alternate (Oak Lodge)

Others present

Name	Notes
Mitzi Olson	BCS Library Manager
Jacque Betz	Gladstone City Administrator
Mindy Garlington	Gladstone City Council

Call to Order: The meeting was called to order at 5:30 p.m.

Approval of Meeting Minutes: Minutes for the January meeting are not yet available (staff absence).

Reports

Director's Report: Mitzi

- The libraries are understaffed right now, with two full-time employees out on FMLA and the recent departure of two temp employees.
- Oak Lodge: Youth librarian doing a great job with outreach.
- Gladstone: Met with Tiffany at Gladstone Senior Center about monthly class offerings.
- Gladstone City Council update is coming up on February 28th—Mitzi and Jason will be presenting.
- Budget work is underway; Mitzi has met with department heads and they are going over changes. Some internal decisions need to be made before the information can be shared with either a subcommittee or the full Board.

BCC January 26th Meeting Update

- Many library advocates showed up to the meeting on very short notice.
- The BCC voted unanimously to fill the funding gap from the general fund, between the previous projections and what the future estimated costs will be.

N CPRD DAC Update: Grover

- N CPRD is working through their special use permits to move their offices into the Concord building.
- They are also needing to do some upgrading repairs.
- In March, there should be some public updated information about the design of the park, as well as a public meeting.

Gladstone Library Task Force: Natalie

- Jacque Betz shared that updated project costs should be presented by Jason to the BCC soon; permits will be submitted to the City of Gladstone in the next couple of weeks and will take about 8-12 weeks to approve; art installation RFP is in the works. Hoping for groundbreaking by late summer.
- Natalie stated that delays will only cost the County more, so it's important to get underway.
- No Gladstone Library Task Force meetings have been scheduled.

Concord Property and Library Planning Task Force: Grover

- Debra sent out the document from Cindy Becker about leasing from N CPRD vs. buying the land on which the library will be built.
- The majority of folks commenting seemed to prefer owning the land.
- A motion was made by Debrah and seconded by Grover to send a letter in support of the library owning the land upon which the library will be built. APPROVED. Debrah will draft the letter.
- There will be a meeting on March 21, 2023 with OPSIS about the updated library design.
- Mitzi added that library staff have been meeting with OPSIS on the interior design, with a particular focus on efficiencies.

Public Comment (3-minute limit): None

Additional Topics

- Mindy let everyone know that there are three seats available on the Clackamas County Library Budget Committee. It meets once a year. Applications are due by March 1.
- Mindy shared that she was appointed as the liaison to this Board by the Gladstone City Council for another year.

Next Meeting: March 16, 2023

Adjournment: 6:40 pm

Respectfully submitted,
Robin Dawson