



**Clackamas County Library Advisory Board  
 Meeting Agenda  
 October 28, 2024  
 5:30 pm**

**Hybrid: In person at the new Gladstone Library (525 Portland Avenue)  
 or virtual via Zoom**

<https://clackamascounty.zoom.us/j/89078898118?pwd=bHhCMYyaCLW28WaZyUII09aM9sdiTXL.1>

Passcode: 323700

Webinar ID: 890 7889 8118

<b>Topic</b>	<b>Time</b>	<b>Information Discussion Decision</b>	<b>Lead</b>
Library Board meeting call to order	5:30 pm		Debrah
Approve July Minutes	5:35 pm	Decision	Debrah
Reports/Discussion items: a) Director’s Report b) Friends/Foundation update c) LDAC update d) NCPRD update e) Public Comment (3 minute limit)	5:40 pm 6:00 pm 6:10 pm 6:20 pm 6:05 pm	Information Information Information Information Information	Mitzi Mitzi Grover/Natalie Grover Debrah
Adjourn	6:30 pm		Debrah
Next meeting: November 25, 2024			



Clackamas County Library Advisory Board Meeting
Hybrid: In Person and Virtually Via Zoom
Minutes - Unapproved
July 22, 2024
5:30 pm

Attendance

Voting members

Table with 3 columns: Members, Attendance, Notes. Rows include Debrah Bokowski (Chair), Grover J. Bornefeld (Vice Chair), and several non-voting alternates.

Others present

Table with 2 columns: Name, Notes. Rows include Mitzi Olson (BCS Library Manager), Mindy Garlington (Gladstone City Council), and Paul Savas (Board of County Commissioners).

NOTE: The audio of the meeting recording was garbled or nonexistent and many Board members could not be heard.

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

Introductions: Potential new Board members, pending formal appointment by the BCC.

Approval of Meeting Minutes: June 20, 2024. Natalie made a motion to approve. APPROVED.

Reports

Director's Report: Mitzi

- Some things about the move into the new Gladstone Library are changing, but is still on track. An email message about the closure will go out on July 26 to Gladstone account holders with an email address on their account. The old library is closing on August 23. Planning for Friends & Family event on September 13, soft-opening the week of September 16, and Grand Opening celebration on September 28 at 10:00am.

- Working on new schedule for Youth programs, which will start in October.
- Dolly Parton Imagination Library & 1,000 Books Before Kindergarten update. Will be asking Friends and Foundation about their interest in supporting one or the other of the programs.
- The Summer Reading program has been very successful, likely because of Youth librarian outreach.

**Revised Library Open Hours: Mitzi**

- The libraries will have different hours beginning September 1 for Oak Lodge, and when the new Gladstone Library opens. This will bolster staffing on the remaining six days the libraries will be open.

**Public Comment: None**

ADJOURNMENT: 6:21 pm

Next Meeting: October 28, 2024 at the new Gladstone Library

Respectfully submitted,

Robin Dawson



Clackamas County Library Advisory Board Meeting
Hybrid: In Person and Virtually Via Zoom
Minutes - Approved
June 20, 2024
6:00 pm

Attendance

Voting members

Table with 3 columns: Members, Attendance, Notes. Rows include Debrah Bokowski (Chair), Grover J. Bornefeld (Vice Chair), Natalie Smith, Evan Griffith, Caitlin Gonzales (Not present), Nancy Eichsteadt (Non-voting alternate), and Anatta Blackmarr (Alternate).

Others present

Table with 2 columns: Name, Notes. Rows include Mitzi Olson (BCS Library Manager), Mindy Garlington (Gladstone City Council), Dan Johnson (DTD Director), and Paul Savas (Board of County Commissioners).

Call to Order: The meeting was called to order at 6:00 p.m.

Approval of Meeting Minutes: May 23, 2024. Grover made a motion to approve. Seconded by Natalie. APPROVED.

Reports

Director's Report: Mitzi

- Seeing an escalation in aggressive behavior, including property damage, mostly at Oak Lodge, but also at Gladstone this week.
Meeting schedule change request: third or fourth Mondays.
No meeting in August and September, due to new library transition.

- Community Room policy for Gladstone needs to be approved. The policy will be revisited to include after hour use within the first year of occupancy.
  - Grover made the motion to approve, seconded by Evan; APPROVED.
- Interviewing Board members this evening, recommendation will not be heard by BCC before the end of July or later.
- Working on email for Gladstone patrons about upcoming library closure and move.

### **Proposal to Change Public Hours at Both Libraries-Dan**

- DTD has reviewed staffing model of relying on temp on-call employees. Is there a way to staff in a different way?
- Proposal: Monday, Friday, Saturday 10-6, Tuesday, Wednesday, Thursday 11-7, closed on Sundays, to take effect when new Gladstone opens.
- Grover expressed concern about how District funds are being spent, especially the increase in allocated costs.
- Discussion of budget and perceived problems with budget process. Seeing a five-year forecast would be helpful.
- Debrah mentioned the Library Board has legal standing, and they need the budget information in a timely manner to perform their stated duties.
- Commissioner Savas added that Oregon Budget Law must be followed regarding the budget document itself, but some of the information is available ahead of time. Also, about allocated costs: analogous to paying rent or for utilities because you have to have them.
- The decision to change hours can be reviewed in the future to determine if revisions need to be made.
- Anatta made a motion to accept the proposed hours. No second.
- Dan acknowledged the difficulty of the decision, but also that he would not be returning for a third discussion. He expressed his appreciation of the group.
- Mitzi added that the library needs to prioritize what the library is able to offer, but the Library Board has chosen to prioritize Sunday hours even though patrons have demonstrated a change in usage patterns. We are seeing significantly lower door counts and computer usage on Sundays. Dan added that they may just need to change the hours without the Board's recommendation.

Public meeting adjournment: 7:00 pm

### **Library Board Interviews – closed to public**

- The Library Board conducted two interviews and agreed to recommend that the BCC appoint Natalie Smith for a second-term representing the City of Gladstone, Ryan Healy for a first-term Oak Lodge member, and Dan McCue as a first-term Oak Lodge alternate.
- Anatta Blackmarr resigned as the Oak Lodge alternate effective July 1, 2024.

Closed meeting adjournment: 8:05 pm

Next Meeting: **July 22, 2024 at 5:30**

Respectfully submitted,

Robin Dawson