

Clackamas County Library Advisory Board Meeting
Virtually Via Zoom
Minutes - Unapproved
April 22, 2022
5:30 pm

Attendance

Voting members

Members	Attendance	Notes
Debrah Bokowski	present	Chair
Doug Jones	absent	Vice Chair
Natalie Smith	present	
Grover J. Bornefeld	present	
Leslie Shirk	present	
Vacant	present	Non-voting alternate

Others present

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

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

Approval of March 17, 2022 Meeting Minutes: Grover made a motion to approve. Seconded by Natalie. APPROVED.

Advisory Board Ethics Overview: Jeffrey Munns, Office of County Counsel

- May not use position for financial gain
 - Avoid conflict of interest or potential conflict of interest.
 - If something doesn't feel right, ask.
- May not receive gifts from vendors, even if the vendor is a friend (there is a \$50 limit per year that is permissible).
- Public meetings:
 - Meeting must be open to the public, agenda must be noticed with location, etc.
 - Avoid deliberation (discussion of an issue that leads to a decision) outside of meetings, as it can give the appearance that decisions are being made ahead of time.
- Public records:

- A public records request can pertain to anything that is created in a public role, for example conducting business through personal texts, transcribed voicemails, or email.
- Public officials, including advisory board members, are also Mandatory Reporters.

FY 22/23 budget discussion/approval

- Subcommittee met to discuss; Meeting was recorded and posted; Grover expressed appreciation for the notes in the budget.
- Debra made a motion to make a recommendation that the BCC approve the FY 22/23 budget. Natalie seconded.
 - Discussion: Grover objected to project costs being included as operational costs. Mitzi explained it is further coded to be included in capital costs.
 - Motion APPROVED.

Director's Report: Mitzi

- Craft classes resumed this month at both libraries. Attendees were surveyed—they were happy to be back and had no concerns about meeting space. Additional classes & events are coming up.
- Planning to participate in two festivals this summer: Trolley Trail & Gladstone Community Festival.
- Will be talking to Rotary at the end of May about the Gladstone Library project.
- Ordering process is coming along and should result in more consistency of new materials coming in.
- In-person story time may resume in May, depending on circumstances.
- Summer Reading planning is underway.
- New Story Walk at the Gladstone Nature Walk .

Concord Task Force update: Debra & Grover

- Debra & Grover attended a meeting that Debra would describe as a “non-meeting”—they really didn’t learn much. The gist of the meeting was that costs have escalated. Debra asked if this would affect the Gladstone Library, but did not get an answer. Mitzi added that cost estimations are being collected and it will go before the BCC in May or June. Grover thought the meeting was confusing and did not offer any guidance about moving forward. There was a discussion about whether or not library board member(s) should have been included.
- There is some question about whether or not the Task Force and/or the Library Board can reopen the plans and meet with the architects to explore a different plan. Mitzi needs permission to invite the architects to meet.
- Suggestion: It’s time to set up a joint meeting with both Task Force teams and County decision-makers. Mitzi indicated that no meeting would likely happen before BCC has cost estimations in May or June. Debra will check in with Cindy Becker to ask for information about what’s coming next.

Library Board recruitment: Mitzi

- Still need to get information out—two applicants for each open position so far.

- May 1 is the application deadline. Library Board will meet in executive session to interview candidates.

Gladstone Task Force update: Natalie

- The last meeting was cancelled, so there is no update.

NCPRD DAC update: Debra

- Went over the budget and talked about the need for a strategic plan before decisions can be made about some of the parks.

Public Comment (3 minute limit)

- Chips Janger reviewed some history about why the Library Board would want to be involved when some might think that it should be the Task Forces making decisions about the library projects.
- Anatta expressed concern that the Library Board seems not to have access to the architects when the Task Forces do.

ADJOURNMENT: 7:40 pm

Next Meeting: May 19, 2022

Respectfully submitted,

Robin Dawson