

# Oregon Public Library

## Board Meeting

January 27, 2022

Attendees: Rick Bunton, Rachel Brunner, Katie Beeh, Pam Steele, and Stephanie Nissan

Excused: John Young, Karly Spell, Randi Webb

The meeting was called to order at 5:59pm by President Rick Bunton. Katie moved to approve the agenda and Rachel seconded. Katie moved to approve the consent agenda and Pam seconded.

No Priority Announcements.

Director's Report: There are new Microsoft Office 365 emails with the OPL domain name. All staff and Board members will have an email account with their names attached. Rick suggested that we update the website with these new email addresses and pictures of the staff and Board members. For staffing, Sue has "graduated" from physical therapy and will be able to return to work in the next few weeks. Elizabeth Green was hired part time to cover Sue's hours and Stephanie would like to keep her on for a few hours every week to help. Binge boxes were a huge hit with 39 total participants. Cari has begun work on some winter blues boxes and Debbie has started a youth bundle box. The puzzle library is growing and has moved so it has more space—it has been well received so far. Based on usage, Stephanie is going to work on marking scholastic teachables more moving forward. Debbie and Stephanie met with the Oregon Park District to discuss collaboration for summer and spring projects. The Park District is willing to advertise the summer reading program in their summer activity guide. All of our events and activities are being marketed on the Chamber of Commerce calendar. Stephanie submitted the per capita grant and completed a grant application for stem kit funding. She is also working on a state library certification and a library director crash course. For building and grounds concerns, Stephanie contacted Hidden Timber about raising the landscaping in one of the library corners to help divert water away from the building. She also found a "squishy" spot in the basement by the bathrooms and is working to figure out if there is a way to fix the floor there.

President's Report: None.

Treasurer's Report: Nada.

Old Business: Bookmobile update – Stephanie and Emily Porter (from the Byron Public Library) were able to go look at a bookmobile for sale and decided it was more than what we wanted and needed. A sprinter van would seem to be a better option as far as size, driveability, and

engine-upkeep. The purpose of the bookmobile would be for service to homebound individuals, school events, and other outreach activities. AARPA Funds update – We received notice that our formal request for funds to purchase 10 refurbished laptops and a charging cart was approved by the City Council, which is very exciting and will give us a lot of opportunities for small group training and one on one computer sessions.

New Business: The Alcohol Policy (no changes), the ADA policy (no changes) and Circulation of Materials policy (one additional change) were discussed. Katie moved to approve the acceptance of these policies and Rachel seconded. Voice vote was unanimous.

Stephanie introduces a new temporary Emergency Paid Sick Leave Policy with guidelines specific to covid. The policy will be in place until April. Katie moved to approve the new temporary policy and Rachel seconded. Voice vote was unanimous. Mark Herman, on behalf of the Byron Forest Preserve, orchestrated the donation of 3 Harry Nurmet paintings for the Library's Art collection. Stephanie created a new donation/transference of ownership form for this donation that we will use from this point forward. Katie motioned to approve the donation and Pam seconded. Voice vote was unanimous.

#### Comments/ Questions:

Rachel reported that the Strategic Planning Committee met on Jan 25, 2022 and reviewed the results of the internal SWOT analysis. Next steps will be data collection and then a public survey and analysis.

Meeting was adjourned at 6:21pm.