

Oregon Public Library
Board Meeting
October 28, 2021

Attendees: Rick Bunton, John Young, Randi Webb, Stephanie Nissan, Pam Steele, and Rachel Brunner

President Rick Bunton called the meeting to order at 6:22pm. Rachel moved to approve the agenda and John seconded. John moved to approve the consent agenda and Pam seconded.

Priority Announcements:

- Audit week -- Stephanie shared that the audit was going well and that WIPFLI will come back one day next week to wrap things up.
- Saturday will be the first teen advisory meeting
- Sue, one of our librarians, suffered a fall and had a clean break. She had surgery and is at Pinecrest doing rehab.

Director's Report:

- Creating a board manual and trustee guide, will set up an orientation date
- Made \$1300 at the book sale during Autumn on parade
- Cari is working with the Park District for various program
- Setting up a teen advisory board
- Worked with Dom Cozzi and the internship program at the Oregon High School (one intern currently coming once a week)
- Library Aware Marketing tool trial--thinks it will be helpful--annual cost is \$848 but updates website widgets
- Bookmobile information possible collaboration with the Byron Public Library. Reached out to Exelon about a financial contribution (10k), insurance would be 2k a year, a Class C license would be needed for any drivers. Rick expressed concerns about the upkeep of the vehicle and general maintenance. Stephanie's dad is a mechanic and is willing to look at the vehicle for us. Pam wondered where the bus would sit? Stephanie said the Byron library was willing to keep the vehicle in their parking lot. Books would be a new collection and would serve as a 3rd collection between the 2 libraries. People would also be to place holds on books and do pick ups from the vehicle
- Ran a website accessibility report and had some concerns about accessibility especially across devices
- Reviewing the "Serving our public" book for a per-capita grant application (due Mid-January)
- Working on addressing building concerns--priority is leaks in the basement --we are installing sheeting and gravel to promote run-off
- Working on the Library of things collection--removing outdated material and adding new
- Talked to Darin about ARPA funds for the laptop cart and Rachel said we should hear sometime at the end of the year.

Goals: 1) adding some sort of official homebound service policy to service 2) identifying opportunities for tweens and teens 3) really wants to prioritize accessibility of website

- Art committee is planning to do an art lecture series starting in January
- Possibility of including student art work in the Eagle's Nest
- The shelves near the fireplace are the right size for the local history materials. These would be for in-library use with the rare/fragile materials available by appointment
- Technology is consistently being updated--windows 10 is currently being installed.

President's Report - None

Treasurer's Report - None

Old Business :

- Rachel made a motion to accept Jennifer's resignation, John seconded.
- John made a motion to approve Randi as Trustee, Rachel seconded.

New Business:

- We had a strategic planning meeting: Stephanie talked Pam Clark Rittenbock NICNE about the various stages of preparing a strategic plan and said she feels comfortable leading the process. Rachel recommended that we set a timeline for completion and if we are stalled in the process then we can seek outside help to help us through the process. Stephanie will send an email to set a date for the next meeting.
- Will complete the checklist for the per capita grant and bring it to the next meeting

Adjourned by Rick at 6:54pm