



PUBLIC LIBRARY BOARD AGENDA



Tuesday, May 28, 2024

At 5:15 p.m.

This meeting includes in-person and virtual participation.
Conference Room, Albany Public Library, 2450 14th Avenue SE
or join on [Zoom](#)

Phone: +1 253-215-8782 | Meeting ID: 889 6564 4728 | Passcode: 115761

1. Call to order
2. Roll call
3. Business from the public
 - 1- Email written comments to elise.schuh@albanyoregon.gov, including your name, before **noon on the day of the meeting**.
 - 2- To comment virtually during the meeting, register by emailing elise.schuh@albanyoregon.gov before **noon on the day of the meeting**, with your name. The chair will call upon those registered to speak.
 - 3- Appear in person at the meeting and register to speak.
4. Approval of April 23, 2024, minutes. [Pages 2-3]
5. Scheduled Business
6. Business from the members
7. Staff updates
 - Director - Eric Ikenouye
 - Supervising Librarian– April Spisak
8. Next meeting date: Tuesday, June 25, 2024
9. Adjournment

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: elise.schuh@albanyoregon.gov or 541-917-7590. Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the city website.

cityofalbany.net





MINUTES

April 23, 2024

5:15 p.m.

Hybrid

Approved: **DRAFT**

Call to Order

Chair Steve Borst called the meeting to order at 5:15 p.m.

Roll Call

Members present: Amanda Blaisdell, Steve Borst, Bob Brown, Jaci Eiquihua, Linda Hart, Karen Messer, Amy Roberts

Staff present: Eric Ikenouye, Library Director; Elise Schuh, Administrative Services Coordinator

Approval of March 26, 2024, Minutes:

5:16 p.m.

MOTION: Board Member Bob Brown moved to approve the minutes as written. Board Member Jaci Eiquihua seconded it and it passed (6-0).

Scheduled Business

5:18 p.m.

The Board reviewed and discussed the updated Facility Use Policy for approval.

Library Director Eric Ikenouye states that the policy is nearly five years old and in need of an update to ensure fair use of the facility.

Board Member Amy Roberts joined at 5:21 (virtual).

In response to questions from Borst and Brown, Ikenouye shares that there are long-standing groups who have used the space after hours and that the main library space is locked and alarmed when the meeting room is in use. The Library Director will make the final decisions on reservations.

In response to a question about requests for commercial use, Administrative Services Coordinator Elise Schuh shared they were a rare occurrence, and groups can appeal to the Library Director as needed.

Board Member Karen Messer moved to accept the updated Facility Use Policy. Eiquihua seconded it and it passed (6-1).

Staff update

5:35 p.m.

Ikenouye shared updates about the recent Friends of the Library Uncorked and Booksale events.

The Library of Things is in progress, and in response to a question from Borst, Ikenouye states that the collection's target availability is early summer.

A new 24-hour assistant has been added to the Library Staff. Saturday hours at the Main Library have increased to open at 10:00 a.m., and the Library will be hosting a booth at the Farmer's Market over the summer.

A local rotary donated \$500 to the Library for an interactive alphabet wall in the Children's area.

Ikenouye shared some of the upcoming library programs.

In response to questions from Brown about external Library Services, Ikenouye shared that numerous staff members work on community outreach at many different locations, in addition to the booth at the Albany Farmer's Market. Various staff have also been invited to speak at events.

Adjournment

Hearing no further business, Borst adjourned the meeting at 6:01 p.m.

Respectfully submitted,

Reviewed by,

Elise Schuh
Administrative Services Coordinator

Eric Ikenouye
Library Director

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cityclerk@cityofalbany.net*