

ANACORTES PUBLIC LIBRARY BOARD
Minutes of June 11th, 2018

PRESENT

Jim English, Dave Duck, Nick Alethea Fleming, Katherine Hamer, Ruth Barefoot and Sydney Brady.

CALL TO ORDER

Jim called the meeting to order at 9:00 am.

VISITOR-STAFF INTRODUCTIONS

No Visitors

APPROVE PREVIOUS MEETING MINUTES

Minutes of April meeting were approved as written.

PETITIONS TO THE CHAIR

None.

ADOPTIONS/CHANGES TO AGENDA & AGENDA ADOPTION

Agenda adopted as is.

COMMITTEE REPORTS:

Library Art Committee:

Nothing new

Adult Programming and Publicity Committee:

Nothing new

Manieri Committee:

Nothing new

Maritime Committee:

Nothing new

UPDATES:

LIBRARY STAFF

- Ruth speaks to recent staff meeting and the focus on new branding. She presented style boards that feature texture, color, style and form choices. The goal is to have a rough idea in June and a rough logo by August.
- Ruth also shared that the management team is working on updating policies and procedures.
- Passport update – Rossy is going through training to become a Passport Acceptance Agent.

FRIENDS OF THE LIBRARY

- Art install in community room looks great.
- Preparing for 50 year celebration in 2019. Collecting items that might have sentimental value and can be featured in auction.

- Encouraging Friends to go through old boxes of records and old financial records to see if some items might be purged at this time. Move to records retention more closely following current city example.

FOUNDATION

- Links at the Library event will take place February 16th and 17th. Closed event on Saturday and open to the public on Sunday.

REVIEW OF BOARD CALENDAR

- Next meeting moved to one week early: June 11th. (Alethea and Katherine can't attend 6/18)
- Wine and Cheese social event for key library committees and members, usually takes place in Spring/Summer. Discussion to move event to September or October. Usual attendance is around 25-35 guests. Include city council members and mayor this year?
- Month of December usually doesn't have a meeting scheduled.
- Board curious to know if library will be closing in October as is tradition for in-service day. Board will provide lunch – library team make sure to inform board when date is decided.

UNFINISHED BUSINESS

- Discuss changes to by-laws. Jim prepared different options last month and board has had time to consider. Main focus is the election process. Group is leaning toward option 3. Katherine will work on editing the wording for a final update focusing on the language of meeting days and times.
- Discuss Director Evaluation. Jim will connect with Emily in reference to the form required for the director's evaluation. Jim expressed the need to stay out of personnel issues and feels the form is too expansive for the board to complete. He would prefer to complete a letter or summary type evaluation.
- Update on union discussion status. Focus on scheduling and transparency.
- Update on Fiber project. Moving forward. Library wants to be hub of demonstration and implementation. Ruth would like to get moving on a laptop bar and video loops.

NEW BUSINESS

- Ruth presents: Embracing Technology
 - Drivers for re-design of library are the strategic plan and use evaluation.
 - Ruth shared sample images of new design.
 - Staff expertise was the driver in the past, but now CUSTOMERS are the driver.
 - Library should “reach out to you and begin the conversation”.
 - Ruth shares current class and comp. study to review and update each role in library.
 - More technology can expand our customer service and allow us to serve our customers 1 to 1.

ADJOURNMENT

The meeting adjourned at 10:30 a.m.