

**Library Advisory Board Minutes February 10, 2009**  
For Multnomah County Library Advisory Board (LAB)

---

---

The Multnomah County Library Advisory Board (LAB) met on Tuesday, February 10, at Central Library in the U.S. Bank Meeting Room. Chair Virginia Koontz called the meeting to order at 7:35 a.m.

Board members present were: Robert Brading, Marian Creamer, Mark Garber, Rick Gustafson, Ethan Johnson, Kate Kerns, Virginia Koontz, Henry Li, Alice Meyer, Henise Telles-Ferreira, Carlene Weldon and Sola Whitehead. Board members David Blount, George Feldman, Ruth Gundle and John Potter were excused.

Staff members present were: Becky Cobb, Ellen Fader, Linda Fenster, Penny Hummel, Hailey Isleib, Brett Lear, June Mikkelsen, David Miles, Lance Murty, Vailey Oehlke, Molly Raphael, Peg Solonika, Leila Wrathall, Melissa Madenski, Javier Gutierrez, Virginia Tribe and Yvonne Chambers.

Also in attendance were: Andrew Olsen from Commissioner Diane McKeel's Office; Merris Sumrall, The Library Foundation; and Craig Cedros, Friends of the Library.

The minutes of the January 2009 meeting will be approved during the March meeting.

**BUDGET UPDATE**

Becky Cobb provided an introductory packet of information to the LAB that outlined the framework for the Library's budget, including the language for the Library's current operating levy. The levy passed in November 2006 and is valid through fiscal year 2012. One section of the levy outlines the opening of two new county libraries in underserved neighborhoods: East County and North Portland. These libraries are now known as the Kenton and Troutdale Libraries.

Pursuant to the language of the levy, all MC Libraries are required to be open at least six days a week and are to be open on Sunday afternoons.

Becky gave an overview of the 2008-09 budgeted revenues and expenditures for the Library. The library levy is about two thirds or 64% of the total revenue for the library budget, followed by the General Fund which is about 27%.

Contributions to the Library's revenue made by The Library Foundation are in addition to the projected revenue amount identified in the revenue chart in the packet. In Fiscal Year (FY) 2008-09 The Foundation is contributing approximately \$927,000. Other sources of income include interest earned and beginning working capital (BWC). Becky also provided a three-year comparison of revenue sources.

In terms of expenditures for the Library, the largest expenditure, about 60%, is for personnel costs. The next amount is for internal services which is what the Library pays other County departments for services provided to the Library. The two largest internal costs are for IT and facilities services.

The LAB received a copy of the Citizen Budget Advisory Committee (CBAC) report that was submitted with the Library's FY 2008/09 budget. The CBAC report goes to the Citizen Involvement Office and is submitted with the other department reports to the County Chair. The CBAC recommendations are due March 6. The Finance Committee will meet before that date. The final recommendations are due March 31.

### **JOHN COTTON DANA LIBRARY PUBLIC RELATIONS AWARD**

Merris Sumrall, CEO, TLF and Penny Hummel, Marketing and Communications Director for MCL, reported on the receipt of the John Cotton Dana Award. This award recognizes and honors outstanding achievement in library public relations. The award is sponsored by the H.W. Wilson Company and the Library Leadership and Management Association, a division of the American Library Association. Winners receive a cash development grant of \$5,000 from the H.W. Wilson foundation.

This year MCL in partnership with The Library Foundation received the award on behalf of their work which focused on the Library's campaign for a Lifetime of Literacy. The submission required TLF and MCL to document that a situation had been assessed, a plan was devised and implemented to achieve specific goals, and the entire process was evaluated. Ellen Fader, Youth Services Director, and her team did an extraordinary job working with TLF to shape programs such as Raising a Reader, a program that reaches 33,000 children and families at risk in our community.

### **CHAIR'S REPORT**

Ruth Gundle has asked Virginia Koontz to accept her resignation from the Board. Her career has taken a different path and she felt that she could not contribute to the Board in the way she wanted to when she accepted the position. We now have an open position on the Board.

## **COMMITTEE REPORTS**

### **Access Policy Committee**

Rob Brading reported on behalf of the Access Policy Committee meeting.

The Access Committee met to discuss the RFID technology and to see if there were any issues of concern. There were no new issues raised at that meeting. At some point the policy developed for RFID us will come forward to the LAB where there will be an opportunity for discussion and input.

### **Library Futures Committee**

Vailey Oehlke reported on behalf of the Library Futures Committee. Their last meeting was shortly after futureproof session with Joan Frye Williams and George Needham. A discussion took place regarding the attendees' reactions to the presentation. The Committee discussed the directions in which the library needs to move and what we need to be thinking about as we move in those directions.

A podcast of the presentation is available on the Library's website.

## **EVERYBODY DESERVES TO READ**

Melissa Madenski, Adult Literacy Coordinator, reported on the Everybody Deserves to Read program. Through a Library Services and Technology Act (LSTA) grant, a federally funded grant program administered through state libraries, a needs assessment was conducted centering on adult literacy and the role of the Library.

The assessment made three major recommendations. The first was to hire an Adult Literacy Coordinator. The second was to strengthen the work MCL is doing in adult literacy. The third was to make library programs and services more visible in the community.

Melissa described the work she has been doing to reach out to entities involved in adult education and with adult learners.

## **DIRECTOR'S REPORT**

Molly Raphael presented an update on the progress of the Kenton and Troutdale libraries. The proposed site for the Kenton Library was presented to the BCC on January 29. The BCC approved the general terms of the lease agreement.

The County is expecting four responses from potential developers of the Troutdale Library. The responses are due Tuesday, February 17<sup>th</sup>. Library and County staff will evaluate the proposals and make a recommendation to the BCC.

Three of the sites are commonly referred to as green fields. Buildings would be built on the potential site with a library on a first floor and, for two of the three sites, with office space on the second floor. Two of the sites are in downtown Troutdale and a third is on 257<sup>th</sup> Street. The fourth site being considered is in an existing space in the Cherry Park Shopping Center.

The Library is about to launch Every Family Reads, a family literacy program that takes place during March and April. This is a Foundation funded program in its third year.

The Chair's Office is actively seeking a replacement for the Library Director position which will become vacant when Molly retires at the end of April. A nation-wide search will be conducted and the County will try to fill the position as quickly as possible. The April LAB meeting will be her last.

### **FRIENDS OF THE LIBRARY**

Craig Cedros reported on behalf of The Friends of the Library (FOL). The East County book sale will be held in late April. The sale will be held in the same location as last year, the Gresham Town Fair Shopping Mall.

There are changes being made for the FOL regarding IT. They will be shifting the FOL server away from the County/Library server and will eventually have their own server in an off-site location.

The Library Store has a great selection of books and cards. FOL members receive a 10% discount.

### **GOOD & WELFARE**

Sola Whitehead shared that on January 7; Dian Rehm had a program on National Public Radio titled The Role of Libraries in Hard Economic Times.

<http://wamu.org/programs/dr/09/01/07.php>

The next LAB meeting will be on March 10, 2009 at 7:30 am. The meeting adjourned at 8:55 a.m.

Respectfully submitted by:  
Yvonne Chambers  
Administrative Assistant to the Director of Libraries  
Multnomah County Library, Oregon