

**Library Advisory Board Minutes: September 12, 2024**For Multnomah County Library Advisory Board

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The Multnomah County Library Advisory Board (LAB) met virtually on Thursday, September 12, 2024. The meeting began at 5:01 pm.

Board members present were: Hazel Burke, David Jarvis, Domiè Newton, Jade Chan, Kate Fleming, Kristi Ketchum, Lizzie Martinez, Mabel Reed, Madison Riethman, Megan Parrott, Nikia Kae Solbjor, and Taryn Sauer.

Cassie Duprey, Clare Wilkinson, Kelsey Fong, and London Sorcinelli were unavailable.

Staff members present were: Annie Lewis, interim library director; Dave Ratliff, interim deputy director; Johnette Easter, HR director; Katie Shifley, finance & facilities director; Maddelyn High, management analyst; and Shawn Cunningham, director of communications and strategic initiatives.

Commissioner Lori Stegmann and Layan Ammouri, District 4, Multnomah County were also in attendance.

**WELCOME & CHECK-IN**

Meeting attendees joined the virtual meeting either via video or phone and participated in a warm-up exercise in virtual breakout rooms.

**UPDATES FROM LIBRARY LEADERSHIP**

Interim Library Director Annie Lewis shared recent systemwide updates and highlights from the Director's Report, including:

- Cultural celebrations happening in September, including events related to [Hispanic and Latiné Heritage Month](#), and the [Mid-Autumn Festival](#)
- Announcement of the 2025 [Everybody Reads](#) selection, [Solito by Javier Zamora](#)
- Bond construction updates ([Hillsdale](#) and [Fairview](#) libraries are now both open, and the opening date for [Midland Library](#) will be announced soon)
- Opening of a [new holds pick-up location in SE](#) for continuity of service during Belmont Library construction
- An update on the hiring timeline for a new permanent Library Director (finalist interviews are on September 16)
- The resignation of Chief Operating Office (COO) Serena Cruz as of October 20 (to whom the library director reports)
- Skyrocketing summer use of the [Rockwood Makerspace](#), which provides access to high- and low-tech equipment for making and creators
- MCL's inclusion in [American Libraries' 2024 Library Design Showcase](#) for the Operations Center

## **BOARD BUSINESS**

Meeting minutes for the July 9, 2024 meeting were approved.

LAB liaison Maddelyn High confirmed LAB's new committee roster, as follows:

### **Finance Committee**

- Cassie Duprey
- David Jarvis
- Ingrid Jacobson
- Joe Marquez
- Kate Fleming
- Kelsey Fong
- London Sorcinelli
- Madison Riethman
- Tia-Theo Thompson

### **Membership Committee**

- Jade Chan
- Kristi Ketchum
- Megan Parrott
- Nikia Solbjor
- Taryn Sauer

### **Equity Committee members:**

- Domiè Newton
- Joe Marquez
- Megan Parrott
- Naomi Margolis

High shared that she will follow-up to confirm committee membership, roles, and next steps for scheduling.

## **BYLAWS COMMITTEE UPDATE**

Members of the bylaws workgroup, who have been working to update LAB's 2016 bylaws, shared an update on their work. A draft of a proposed bylaws update was shared ahead of time via email.

Kristi Ketchum offered some context about this workgroup's charge, explaining that bylaws are the written rules and internal policies for how a group governs itself. LAB's current bylaws were written in 2016, and are outdated in that they do not reflect LAB's current operating procedures or culture.

Jade Chan provided a summary of proposed changes offered by the bylaws workgroup, including:

- Clarifications of language, removing redundancies, and style edits for consistency

- Reordering some sections for clarity
- Reframing the mission statement to align with what's on MCL's website
- Adding a section that spells out MCL's role
- Refining and outlining roles and conduct of members more clearly
- Adding a section about communications
- Hyperlinking to regulations and code
- Fleshing out committee descriptions

Ketchum shared information about the timeline and next steps for bylaws revision, asking that all LAB members review the bylaws draft ahead of the October LAB meeting to offer input on things the bylaws group may have missed; or that need further clarification. The goal for the October LAB meeting is to discuss the proposed bylaws revision, make any additional edits, and to move to adopt the new bylaws. If substantive changes emerge during discussion in October, the bylaws workgroup will reconvene after the meeting to make additional edits for approval in November.

High called attention to language from the county charter and county code, noting that there are certain items reflected in LAB's bylaws that are determined by code and that cannot easily be changed. Commissioner Stegmann added that changes to the county charter are offered every six years, and conducted by a [charter review committee](#) according to a defined process that invites public input.

Lewis thanked bylaws workgroup members for their diligent work on this project.

LAB co-chair Megan Parrott thanked Lewis for hosting the August LAB potluck.

### **ACTION ITEMS + CLOSING**

The meeting adjourned at 5:54 pm.

Respectfully submitted by:  
Maddelyn High, director's assistant  
Multnomah County Library, Oregon