

**Library Advisory Board Minutes: October 8, 2024**For Multnomah County Library Advisory Board

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The Multnomah County Library Advisory Board (LAB) met virtually on Tuesday, October 8, 2024. The meeting began at 5:01 pm.

Board members present were: Cassie Duprey, Clare Wilkinson, David Jarvis, Domiè Newton, Ingrid Jacobson, Jade Chan, Joe Marquez, Kate Fleming, Kelsey Fong, London Sorcinelli, Madison Riethman, Megan Parrott, Naomi Margolis, Nikia Kae Solbjor, and Tia-Theo Thompson.

Kristi Ketchum and Taryn Sauer were unavailable.

Staff members present were: Annie Lewis, library director; Dave Ratliff, interim deputy director; Maddelyn High, management analyst; and Sonja Ervin, equity & inclusion manager.

Commissioner Lori Stegmann, District 4, Multnomah County and Love Centerwall, Executive Director of The Library Foundation, 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:

- Upcoming acceptance and formal appointment as permanent Library Director on October 17 by the board of county commissioners. Lewis thanked LAB members who engaged in the interview process.
- The annual library [patron survey](#) is live – please share! This year's survey was revised, with input from LAB members, and Lewis shared thanks. The library's Office of Project Management & Evaluation will analyze results.
- Wednesday October 9 is the groundbreaking celebration for the new [Belmont Library](#). LAB members are invited to attend. Lewis reminded that the library opened a [temporary facility](#) to accommodate pick-ups – please share with your friends and neighbors who may not be aware.
- [Midland Library](#) opening celebrations are upcoming ahead of public opening on October 26.
- The groundbreaking celebration for [St. John's Library](#) will be held later this fall.
- Library staff are prepping for the election – every location has ballot drop boxes. The county's elections team is diligently preparing for all things elections, including security.

Lewis also gave an update on the library's systemwide staffing model planning work for LAB member general awareness, sharing that library leadership has been engaged for a long while in planning for staffing of new library spaces to accommodate larger square footage and new/expanded amenities. This work has involved examining how the library staffs its buildings for service delivery, working with a consulting firm to develop a new staffing plan. This robust process has involved a learning phase (including staff interviews and internal document review), and developing clearer staffing priorities. A final plan will be delivered to the Board of County Commissioners on December 17. Lewis underscored that this work is critical to the library and being able to manage new spaces effectively, and it will bring some changes to how we think about and staff service priorities. Equity values are driving all of the decisions being made about service priorities.

Lewis and others responded to a question about the role of libraries in the upcoming election, noting that libraries support sharing community information in partnership with the County Elections team. All library staff members who go near a ballot drop box take an oath and are sworn in as elected officials.

### **BOARD BUSINESS**

Meeting minutes for the September 12, 2024 meeting were approved.

LAB liaison Maddelyn High reminder that, per bylaws, we will need to vote in new LAB leadership. Clare Wilkinson and Megan Parrott have been serving as co-chairs, and their terms will end this June. High, Wilkinson, and Parrott summarized the role of co-chairs, and asked any LAB members who may be interested in this role, or in learning more about it, to reach out. Lewis added that, as director, she is interested in continuing to identify new opportunities for LAB member involvement.

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. After discussion and some clarifications, Kate Fleming made a motion to call a vote on revised bylaws, and Parrott seconded. By virtual hand raise, new bylaws were unanimously adopted.

### **ACTION ITEMS + CLOSING**

Commissioner Stegmann shared that she is outgoing as the library's board liaison, as she is serving her last term. Stegmann shared thanks and appreciation for LAB member time and talents, noting that she lifts up LAB as an exemplary model of community advisory boards.

The meeting adjourned at 6:00 pm.

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