
Library Advisory Board Minutes: February 12, 2019
For Multnomah County Library Advisory Board

The Multnomah County Library Advisory Board met on Tuesday, February 12, 2019, at Central Library in the U.S. Bank Room. Chair Elizabeth Hawthorne called the meeting to order at 7:32 am.

Board members present were: Bethel Sishu, Brian Wilson, Chester Ching, Clare Wilkinson, Cynthia Tseng, Elizabeth Hawthorne, Erin Cooper, Jack MacNichol, Lizzie Martinez, Lois Leveen, Rob Edmiston, and Willow Kelleigh.

Board members excused were: Brendan Gallagher, Elliot Zais, Marc Alifanz, P.K. Runkles-Pearson, and Thomas Dwyer.

Staff members present were: Aaron Bluitt, neighborhood libraries director; Cindy Gibbon, director of policy and special projects; Don Allgeier, director of operations; Javier Gutierrez, collections and technical services director; Jeremy Graybill, marketing and online engagement director; Johnette Easter, human resources manager; Jon Worona, director of content strategy; Shawn Cunningham, director of communications and strategic initiatives; Sonja Ervin, equity and inclusion manager; Terrilyn Chun, deputy director; Vailey Oehlke, director of libraries; Paul Lightcap, collection manager; Meg Eisemann, material selections librarian; and Maddelyn High, director's assistant.

Also in attendance were: Commissioner Lori Stegmann, District 4, Multnomah County; Nathan Clark, District 4, Multnomah County; Jeff Renfro, Office of County Management, Multnomah County; and Jackie Starr, Friends of the Library.

The board approved the minutes for the January 8, 2019 meeting.

CHAIR'S REPORT

Chair Elizabeth Hawthorne opened the floor. Lois Leveen requested capital planning talking points for Library Advisory Board members, which Director of Libraries Vailey Oehlke agreed to provide. Leveen also announced that the DigiCommittee will meet next on March 7 at Central Library.

Lizzie Martinez provided an update from the Nominating Committee, sharing that Marc Alifanz and P.K. Runkles-Pearson will step off the Library Advisory Board later this year. Nominating Committee Co-Chairs, Martinez and Rob Edmiston, have met to discuss these changes. Martinez will send a poll shortly to schedule a full committee meeting focused on recruitment strategies with an eye toward greater East County representation.

Jack MacNichol announced that the Finance Committee is developing its Citizen Budget Advisory Committee (CBAC) report. The committee will meet again on February 19, February 27, and March 7. MacNichol invited interested LAB members to attend, noting that learning how the library

spends its money is one of the best ways to understand its work. Hawthorne added that these meetings also provide an opportunity to better understand the relationship between the library and the county. The Finance Committee will present its CBAC report at the March 12 LAB meeting.

LIBRARY DIRECTOR'S REPORT

Director of Libraries Vailey Oehlke highlighted the following from the Director's Report:

- Library rolls out Lucky Day DVD pilot program
 - Lucky Day DVDs — similar to Lucky Day books — is a new offering that came about through the Curiosity Kick! program. Curiosity Kick! is the library's innovation incubator that identifies and enacts creative staff-submitted projects to help the library better serve the community. Patrons can now access in-demand movies sooner at three pilot locations: Gregory Heights, Kenton, and Rockwood.

Oehlke provided context on a recent inclement weather event, noting that library closures are part of an intensive countywide decision process involving ODOT, PBOT, TriMet, the county's facilities department, the Joint Office of Homeless Services, and others. The library prioritizes public access and patron and employee safety when closures are considered. MCL's countywide service area presents a challenge during weather events, as conditions vary at different library locations. The Multnomah County Chair's Office makes final closure decisions, factoring in the perspectives and business needs of various county departments.

COLLECTION POLICY PRESENTATION

Oehlke introduced Collections and Technical Services Director Javier Gutierrez. Gutierrez noted that because Multnomah County Library is a public library and not a research library, its resources reflect the broad interests of library users. MCL works to build collections that resonate with and are responsive to the needs and interests of the communities it serves, including collections like [We Speak Your Language](#) and the [Black Resources Collection](#). The library also manages collections with its limited shelf space in mind. Gutierrez likened the library's collection to a garden that requires tending and weeding. Gutierrez introduced Collection Manager Paul Lightcap, who offered more details on this work.

Lightcap shared that the library's materials budget comprises about 9% of its overall budget, including adult, teen, and youth materials in physical and electronic formats. Demand for and use of e-content continues to grow, and the library's materials budget reflects that trend. A portion of the library's materials budget is also dedicated to fulfilling [patron purchase suggestions](#).

The library refreshed its overall approach to collections about three years ago based on input from staff across all job classifications. The updated guidelines that resulted are a move away from traditional, reactive collections management to a more modern, proactive, and community-focused approach. Previously, MCL treated all libraries the same in terms of collections. Now, MCL uses a collection profile system to create and manage collections that are relevant and customized to each library location.

Collections management involves both selection (acquiring new materials) and "deselection" (weeding or relocation) of outdated, damaged, or non-circulating items. The library has a team of

materials selectors informed by a wealth of industry resources; local knowledge of issues and interests in the community; and feedback from location staff.

Decisions about material deselection and relocation are highly intentional, guided by criteria like circulation and browsing data; item condition; and physical space constraints and use patterns at each library location. For example, materials at a single location that haven't circulated (been checked out) in six months or more will be added to a list for review by staff on a case-by-case basis. Materials may be reallocated to other library locations with higher usage of that type of material, or reallocated to one of the library's [outreach programs](#) serving homebound or other patrons who experience barriers to accessing library services and materials. Weeded materials may also be sent to the library's used book store, [Title Wave](#); or provided to community partners.

Management of e-content is more focused on expanding access in multiple formats and languages because digital content is leased from content vendors, rather than purchased. Digital content models and contracts are complex, and public library systems are paying close attention to managing this ecosystem with publishers.

Bethel Sishu made a suggestion about increasing outreach to teens around the availability of digital content and platforms at the library.

MCL's [collection policy](#) is available in multiple languages on the library's website. As a result of these policies and practices, the library is able to nimbly manage its collections.

Chair Hawthorne thanked Gutierrez and Lightcap for their presentation.

FRIENDS OF THE LIBRARY (FOL)

Jackie Starr showed a recently-created video tracing the life of an FOL book. Starr extended an invitation to Friends & Family Night at McMenamins Market Street Pub, which will donate 50% of proceeds to FOL after 5:00 pm on February 25. Starr also shared that Resolutions NW trainers will attend an upcoming FOL board meeting to support the organization in its diversity, equity, and inclusion work with its board and volunteers.

GOOD & WELFARE

Chair Hawthorne highlighted the hard and important work of LAB committee chairs, and thanked committee chairs for their time and efforts.

Chair Hawthorne adjourned the meeting at 8:29 am.

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