

**Library Advisory Board Minutes: March 9, 2020**For Multnomah County Library Advisory Board

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The Multnomah County Library Advisory Board (LAB) met virtually on Tuesday, March 9, 2021. The meeting began at 4:02 pm.

Board members present were: Clare Wilkinson, Erin Cooper, Gabby Shaffer, Lizzie Martinez, Lois Leveen, Nathan Senters, Quinn MacNichol, Rob Edmiston, Salma Sheikh, and Svetlana Karpe. Jacqueline Martinez De Jesus was not available.

Staff members present were: Don Allgeier, director of operations; Jon Worona, director of content strategy; Katie O'Dell, library capital bond deputy director; Terrilyn Chun, deputy director; Vailey Oehlke, director of libraries; and Maddelyn High, director's assistant.

Also in attendance were: Commissioner Lori Stegmann, District 4, Multnomah County; and Jeff Renfro, Office of County Management, Multnomah County.

**ATTENDANCE & CHECK-IN**

Meeting attendees joined the virtual meeting either via video or phone, and broke into virtual breakout rooms for small group check-ins.

**LAB CHAIR'S REPORT**

Quinn MacNichol called attention to group meeting norms for periodic review. Meeting minutes for the February 9, 2021 meeting were then approved.

**LIBRARY DIRECTOR'S REPORT**

Director of Libraries Vailey Oehlke noted that the library's internal team is still planning for reopening (limited public access), including preparations with county facilities and technology teams for necessary building changes. The plan at this point is for a phased reopening, starting with Midland, Holgate, Gresham, Kenton, Capitol Hill libraries (Phase One). These locations were chosen due to their locations relative to community need, and based on building size. A date has not yet been set for opening these locations, and Oehlke reminded that this decision will be based on conversations with the Chair's Office, public health, and the capacity of county facilities and IT to complete building work (other county departments also have needs for similar work).

In response to a question about an item in the March Board Brief, Director of Content Strategy Jon Worona shared the process for testing, app store submission, and rollout of the library's new mobile catalog app. Once the Apple App Store approves the app, the library can do a soft launch and additional testing. LAB members will be informed when the app is available in the app store later this spring. Worona provided an update on a related item — the library's new website, noting

that preliminary planning work on the redesign is underway, including 35 different stakeholder listening sessions to gather information on how the library's current website is (and is not) working for patrons. A listening session will also be offered to LAB — more info to come via email.

### **BUDGET/CBAC SESSION #3**

MacNichol called attention to budget documents shared ahead of the meeting, for discussion — in particular, the library's [budget transmittal letter](#), which gives a summary overview of the library's areas of focus and financial conditions for Fiscal Year 2022. The library's proposed Fiscal Year 2022 budget is \$94.9 million, which represents a 2.9% increase over last year's adopted budget. Director of Operations Don Allgeier highlighted a few issues outlined in the letter, and asked for questions and comments. Oehlke added that this year's budget proposal emphasizes equity investments and flexibility in what will likely be a transition year out of the pandemic and into greater certainty.

A short discussion ensued regarding the library's proposed budget and the history of its tax district rate. For the past few years, the library's rate has increased by a penny each year. Due to the library's current forecast, there is no proposal to increase the library district rate for Fiscal Year 2022. The Library will levy a rate of \$1.22 per \$1,000 of assessed value, which is the same rate as last fiscal year and below the voter-approved maximum of \$1.24 per \$1,000 of assessed value.

In response to a question about the library's realignment of its public services division, Deputy Director Terrilyn Chun gave an overview of the library's plans, which began in 2019 with conversations about the challenges posed by the library's current public services organizational structure. The public services division is the library's largest division, and includes all 19 public locations, outreach, school age services, and We Speak Your Language services. Over the course of the past year, conversations resulted in a set of recommendations for a different structure. Over the next few months, a team of staff and managers are working out details based on input about what structure would best support the work they do. The goal for reflecting these changes in the FY22 budget was to make sure that support for a new structure (at a high level) is in place without limiting other decisions that still have to be made.

After discussion on the FY22 budget concluded, MacNichol outlined next steps in the CBAC process, including drafting recommendations in a letter that will be adopted at the April LAB meeting. MacNichol reminded that a quorum of members is needed to adopt the letter. LAB members initially suggested inclusion of the following sections in this year's letter:

- A summary of proposed changes in this year's budget
- An overview of pandemic service pivots
- Highlighting equity work, and an update on LAB's own internal equity work

### **WORKGROUP BREAKOUTS**

LAB's two workgroups (Membership and Strategy) then broke out into separate virtual meetings rooms to continue their work. The meeting adjourned from workgroup breakouts at 6:00 pm.

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