

**Library Advisory Board Minutes: April 13, 2021**For Multnomah County Library Advisory Board

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The Multnomah County Library Advisory Board (LAB) met virtually on Tuesday, April 13, 2021. The meeting began at 4:01 pm.

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

Staff members present were: Don Allgeier, director of operations; 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 March 9, 2021 meeting were then approved.

MacNichol noted that spring is the time of year when LAB determines its leadership, with an election for the position of Chair typically held in June. MacNichol shared that their two-year term is up at the end of June, as is their tenure on the LAB board (having now served two full terms). In the past, LAB has utilized Chair and Vice-Chair roles, but this model is open for consideration. The role of Chair involves crafting monthly meeting agendas, facilitating meetings, managing the committee assignment process, and being called upon to represent the Library Advisory Board in different capacities. MacNichol invited members interested in the Chair role, or in pursuing a Co-Chair model, to contact them ahead of the June LAB meeting.

**LAB WORKGROUP UPDATES**

Lizzie Martinez provided a quick update on what LAB's Membership Workgroup has been working on, including drafting a LAB member job description; thinking about how to support LAB members; and thinking about how to recruit folks in the coming fiscal year as we ease out of the pandemic. MacNichol followed with an update from the Strategy Workgroup, which has been engaged in reflecting on the previously-drafted vision for LAB and what refinements need to be made; discussion about what makes a good advisor and a good advisory relationship; and

developing a survey of library managers and community engagement staff in partnership with LAB Liaison Maddelyn High to learn more about how LAB might support the library. The Strategy Workgroup plans to return to the full board with a draft vision statement based on what it learns from the survey.

### **CBAC**

Meeting attendees took some time to review LAB's draft CBAC memo for Fiscal Year 2022, which was shared ahead of time and again in the meeting. LAB members discussed the draft and made some live edits to the memo together in Google Docs. MacNichol moved to approve the CBAC memo pending a final edit to more specifically endorse the library's Public Service Realignment and better call out how the budget prioritizes diversity, equity, and inclusion. Cooper seconded the motion. The Fiscal Year 2022 memo was approved unanimously with noted edits.

### **LIBRARY DIRECTOR'S REPORT**

Library Director Vailey Oehlke highlighted some information from the April Board Brief, including that the library will shortly announce the timeline for modified public access to five library locations: Capitol Hill, Holgate, Kenton, Midland, and Gresham. Oehlke reminded that staff have been working on reopening plans since November 2020 and that this has entailed an enormous community engagement effort, in addition to logistical support from the county's industrial hygienist, facilities and IT departments, and the library's architects for things reconfiguring interior space and fixtures to adhere to physical distancing and safety guidelines. Oehlke expressed gratitude for county IT and facilities staff, whose services and expertise have been in high demand from the entire county to support departments' ability to serve the public during the pandemic.

Services offered during modified public access were determined by the results of community engagement done by the library's We Speak Your Language and Black Cultural Library Advocates teams, and will include computer and internet access along with support in multiple languages to use those resources; limited browsing; information services; and restroom access. Five locations are too small to open for modified public access as long as physical distancing mandates are in place: Albina, Belmont, Fairview, Northwest, Sellwood. Holds pick-up will continue at all locations.

Oehlke reiterated that the library's approach to reopening is phased, and that while the order for reopening other locations is not yet settled, the hope is to have all locations that are large enough open by early fall. However, these plans may change as dictated by the virus.

Oehlke closed by noting this year's Everybody Reads author event with Ross Gay was a success; and by thanking LAB members who participated in a recent website redesign focus group.

### **WORKGROUP BREAKOUTS**

The Membership and Strategy workgroups then broke out into separate virtual meetings rooms, and the meeting adjourned from workgroup breakouts at 6:00 pm.

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