



Aloha Community Library Association

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The Aloha Community Library Association Board Meeting

Time and Place: Wednesday, August 21, 2019 at the Aloha Community Library Community Room

Members Present: Jean Doane, Daniel Hauser, Melanie Belles, Chris Lorentz, Eric Nickerson, Cassie Roberts, Sam Sheikh

Library Staff Present: Terri Palmer (Library Director), Karen Turiano (Administrative Specialist)

Meeting was called to order at 6:32 PM by Jean Doane

Ambassador, Advocate, Asker

Jean asked each Board member to share how they have been an Ambassador, Advocate, and/or Asker for Aloha Community Library. Each member gave various examples on how they have represented the library including, but not limited to: Speaking with donors, speaking with potential Board members or potential members for other committees, recruiting volunteers, making and sharing social media posts, and other opportunities they had to be an Ambassador, Advocate, or Asker for Aloha Community Library.

Approval of July Minutes

Daniel made a motion to approve July minutes. Chris seconded the motion. All members present were in favor and the July minutes were approved.

Library Director's Report – Terri

August 21st Preschool story time had 57 attendees. It's important that story time has at least two staff members be in the room, one to greet people at the door and another to present story time.

Border Collie International program was the last program for the summer and had 105 attendees. Library staff had to post that the room was to capacity and had to turn people away.

Katie Patterson started her full-time schedule as Youth Services Librarian on July 1st. She is spending more time on the desk and making more connections with patrons. She has also provided support for staff with resources (reader advisory, book lists, etc.), and is able to finish more projects. In turn, Jesse is also able to finish more projects now that she has Katie for support.

WCCLS strategic plan has been approved and is now going into the operational stage. Lisa Tattersal will be meeting with all Library Directors to discuss how this will affect each library and if there are any suggestions or concerns. Terri will meet with her on Friday August 23rd.

Library Foundation of Washington County Oregon was formed and is raising money for services that are provided by WCCLS (SRP, Home Bound Services, Art of the Story, etc.). Not much is known how this will affect Aloha Community Library but if there are any questions, Terri will take them to Lisa.

Jesse and Terri met with a potential volunteer who was originally interested in helping with children's programming, but started to discuss community conversations around difficult/sensitive subjects. Terri believes she could be helpful with the library's "Diversity, Equity, and Inclusion" goals.

Beaverton School District and WCCLS are trying to get all Beaverton School District students to get a Youth Access card. It will be an automated process where the child will be given a library card or the parent/guardian can opt out of the program. The county is still working out how to transfer student data into Polaris and what to do if students already have a library card. Jean would like an update on this next month.

Development Director/Philanthropy Committee Report

Terri has been able to concentrate more time on Philanthropy Committee and the committee has a meeting scheduled.

September's focus is the re-launch of the monthly donor program, 303.4 Club (303.4 is Dewey Decimal number for Social Change). E-blasts, September library events, Email newsletter, Facebook, and other social media will be used to promote the program.

September's email newsletter will also ask for donations for the October Book Sale and December Booktique.

There will be a Popup Book Sale on Saturday August 24th from 10:00 AM – 5:00 PM.

Treasurer's Report - Eric

Eric delivered June's financial reports. There was a shortfall in donations for June as well as the overall 2018 – 2019 fiscal year. There was an underspending of \$21,000 in the 2018 – 2019 fiscal year.

Eric delivered July's financial reports. WCCLS funding went up 3% for the new fiscal year. There is a shortfall in donations.

Strategic Planning Review - Daniel

Next meeting for the Strategic Planning Review will be September 5th at 6:00 PM, and the committee will be looking at the top strategic goals Financial Sustainability; Diversity, Equity, and Inclusion; Professionalization and Development; Enhanced Technology, Operation, and Facilities; Support Marginalized Communities.

The revised version of the Mission, Vision, and Values will be sent out for committee members to read and give input on.

The goal is to have a Strategic Plan for the Board to approve in the Board Meeting before Annual Meeting

Annual Meeting Date and Format – Jean and Terri

The Annual Meeting will be on Tuesday, October 22nd at 6:30 PM, a week after the October Board Meeting. Jean and Terri met to talk about format of the report and meeting agenda. One of the main topics that will be presented will be the Strategic Plan. A possibility will be to have a person from Friends of the Library to talk about the upcoming levy.

Chris will need to be ratified into her position on the Board.

Chris will be working on a video to present at the Annual Meeting. She is looking for pictures and video clips of the library and its events.

Aloha Business Association Report – Jean

Jean attended the Aloha Business Association meeting where they talked about "Community" and what does community mean to them. She felt that it was an important topic since the word "community" is in the library's name.

Jean was asked during the meeting how other businesses can support the library, and she talked a little bit about the development of naming opportunities and sponsorships

Jean will be unable to make it to the next Aloha Business Association and asked for a volunteer from the Board to represent the library. Daniel may be able to attend.

Next Board Meeting

The next meeting will be on September 18. Jean will be absent and Daniel will chair in her place. Any agenda items need to go to Daniel.

Board Member Volunteer Hours

Jean – 8

Chris – 5

Eric – 8

Melanie – 4

Cassie – 4

Sam – 12

Daniel – 10

Meeting adjourned at 8:26 PM