

Aloha Community Library Association – Annual Meeting

November 20, 2024

Board members present: Melanie Belles, Julie Fairman, Beth Lewis, Jessica Otto, Kim Thomas

Staff present: Kendal McDonald, Terri Palmer

Members present: 4 members

ACLA Board Topics

- Melanie Belles rolling off the board at the end of her term, this month
- Renew Kim Thomas as board secretary
 - **DECISION:** APPROVED
 - Motion to approve brought forward by ACLA member
 - Seconded by ACLA member
 - Approved by present members

Bylaws

- ACLA leadership engaged Rational Unicorn Legal Services to review and update the bylaws
- Updates were shared in advance of the meeting
 - [Link to revised bylaws](#)
 - [Plain language summary of revisions](#)
- A virtual meeting was held last week (11/13/2024) with attorney, Lindy Laurence, to ask questions and discuss bylaw updates
 - There were no members joined and there were no questions raised
- Highlights:
 - The term “Member” changed to “Guardian”
 - Minimum age for Guardians is 14 years old
 - To become a Guardian, one can give time or money
 - The board can set the minimums for these donations that qualify a person to become a guardian
 - Align board year to fiscal year
 - Annual Meeting will move to May
 - Board meeting frequency every other month
 - Currently virtual, will move to hybrid
 - Will make sure all folks have access
 - Defined Vice President’s responsibilities
 - Updated Executive Committee composition
 - Able to have urgent meetings, if needed
- QUESTION:
 - Why was the Immediate Past President removed from Executive Committee?
 - ANSWER:
 - This is not a critical role that is needed for Executive Committee meetings
 - Executive Committee are usually reserved for urgent meetings and rarely used
- Approval of updated bylaws
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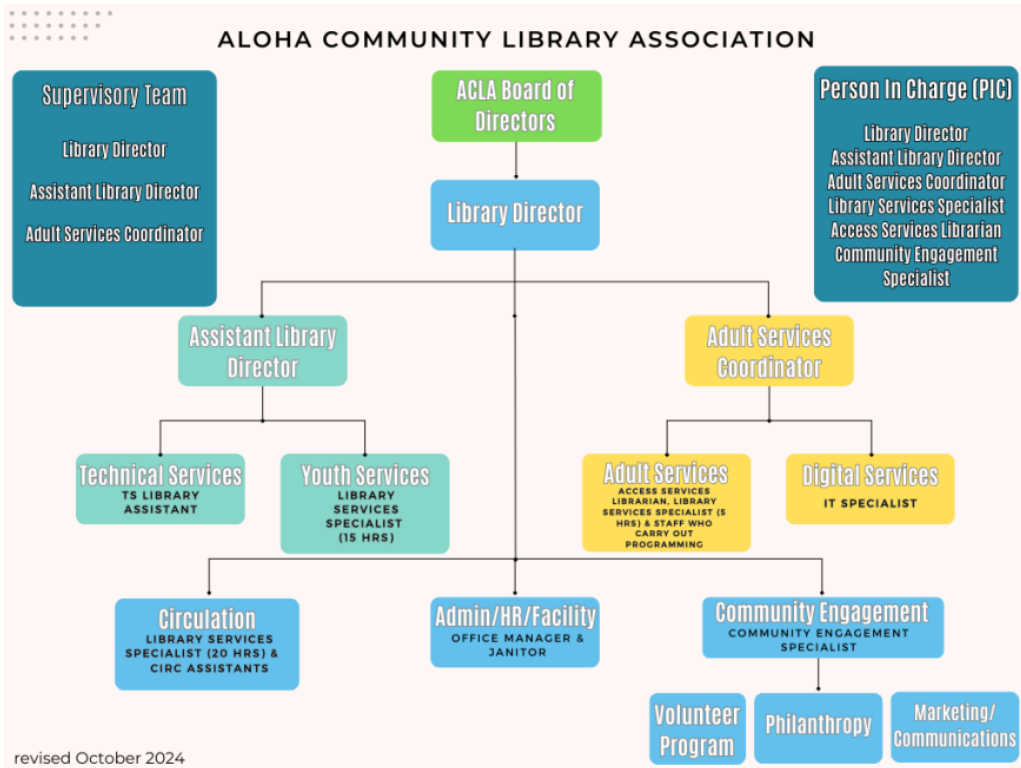
Approved by ACLA Board of Directors 2025-01-15

Washington County Cooperative Library Services (WCCLS) Update

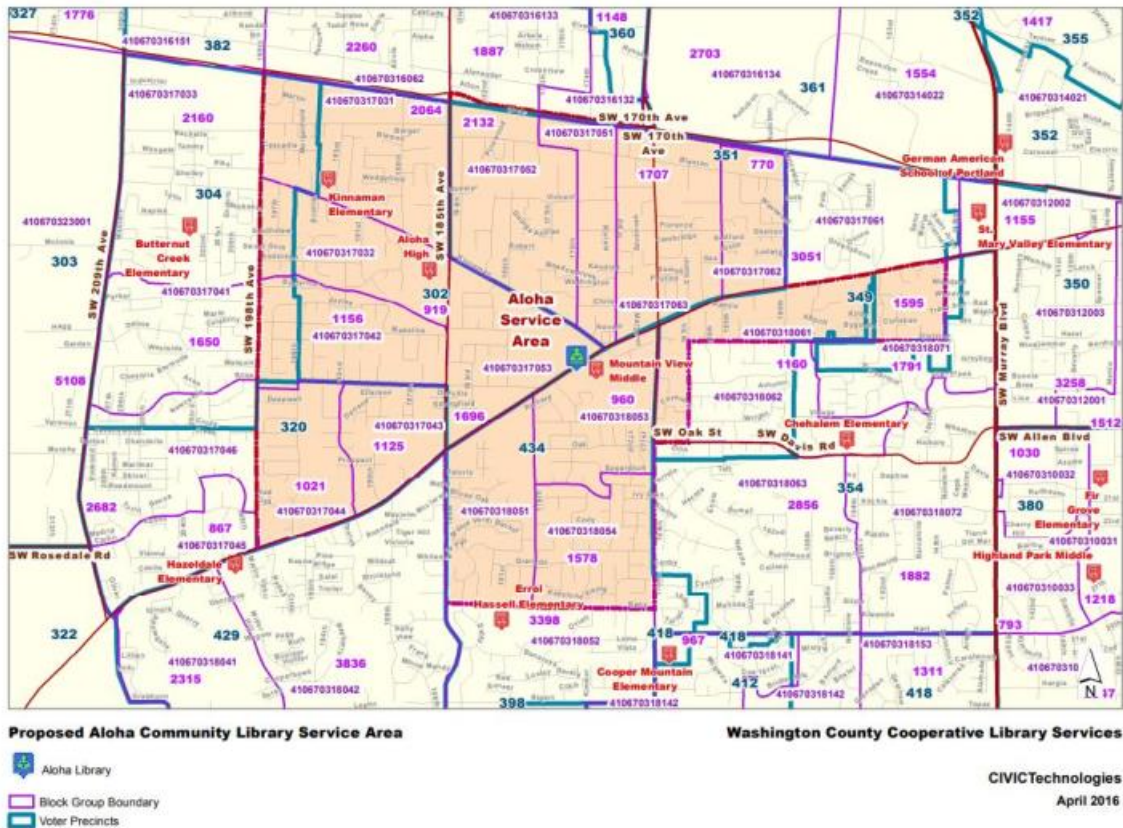
- Library Funding and Governance goal is to determine updated funding and governance model
- Beth and Terri have been attending a number of meetings and have been very involved in representing Aloha Community Library Association
- ACLA has been part of WCCLS for 8 years
- Our funding has increased at the same level as all other WCCLS libraries
- By 2025 hoping to see recommendations from the consultants working with WCCLS
- QUESTION: Any chance that ACLA service boundaries will increase?
 - ANSWER:
 - This is part of what is being evaluated
- QUESTION: Is there a way to let people know that we don't have a city to help fund our library?
 - ANSWER:
 - This has been raised with WCCLS and the consultants

Library Director's Report

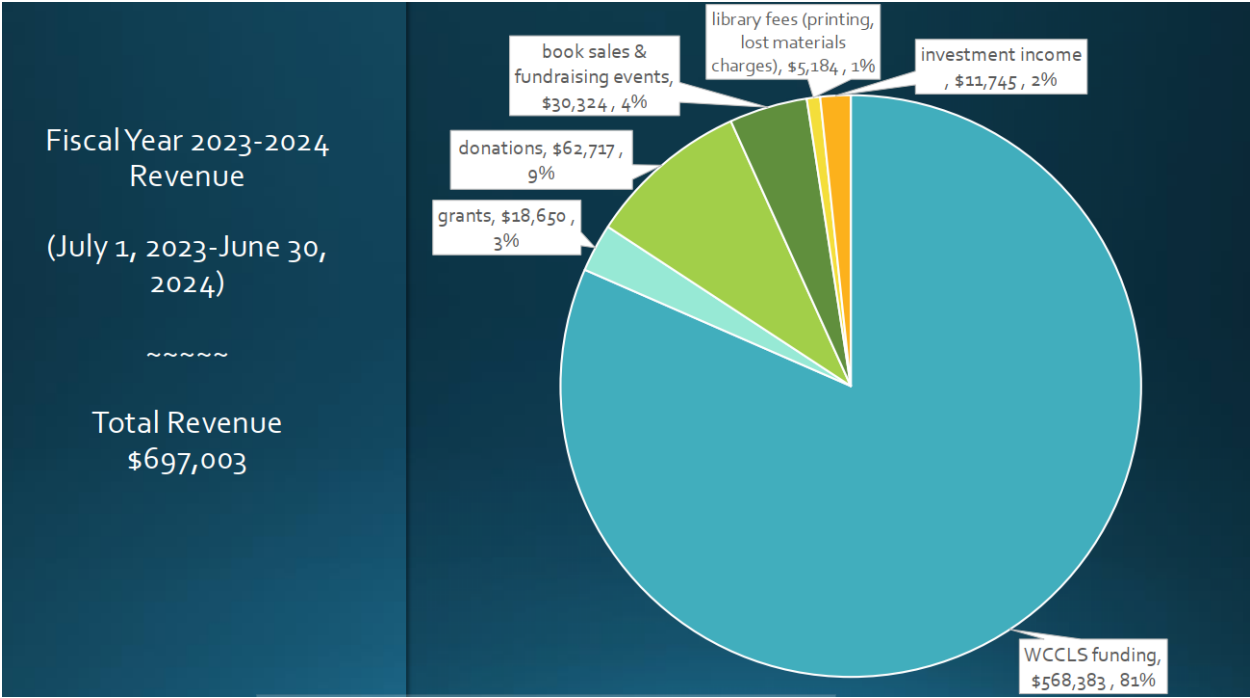
- Nonprofit library governed locally by a board of directors
- Membership organization (supporters and advocates)
- Member of WCCLS since July 2016 and offering WCCLS services since January 2017
- FY 2024/25 WCCLS allocation \$579,751 (2% increase)
- Open 45 hours per week
- 16 employees
 - 6 full-time
 - 10 part-time
 - 8.9 FTE
 - Includes traditional library positions and nonprofit organization support positions
 - Need 3 library staff to keep the doors open
- 20-25 volunteers donated over 1,060 hours in FY 2023/24
 - 3 volunteers that handle online sales



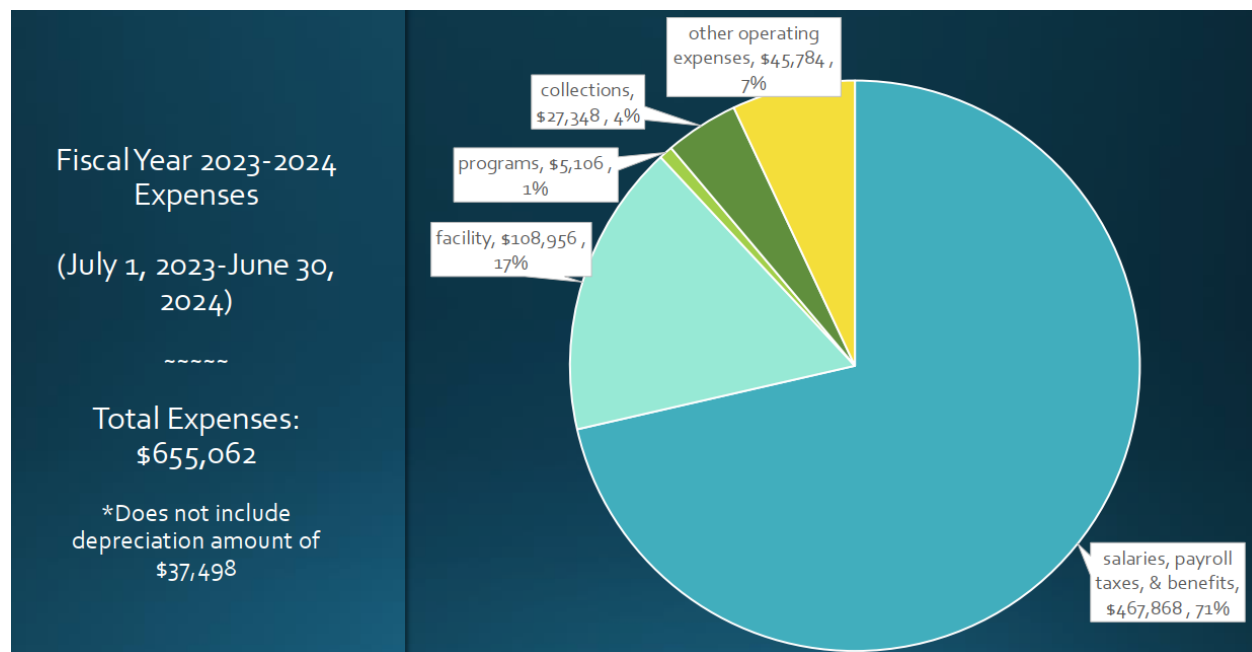
- Aloha Community Library service area
 - Service population for FY 2023/24 – 21,649
 - Based on our current funding we can't support a larger service area
 - This is part of WCCLS discussions
 - One of the items being discussed by CPO 6 (Washington County Community Participation Organization for Aloha, Cooper Mountain, and Reedville) is incorporation of Aloha



- Revenue



- Spending
 - Programs – part of the funding is from grants (ex: Ready to Read)
 - ACLA is running in the black because we closed the annex/former Children's Library



- Fiscal Year 2023/24 Statistics
 - 52,962 library visitors
 - Registered ACL users: 9,687
 - Added 1,339 last year
 - Total number of items in ACL's collection: 30,681
 - Added 2,806 last year
 - Total circulation: 236,444 items (full year open 45 hours/week)
 - Checked out at ACL
 - Renewals of ACL items
 - E-books/e-audiobooks checkout out by ACL registered users
 - 19.97% increase over FY 2022/23
 - 117 programs for kids and teens
 - 104 programs for adults
 - 3,124 people of all ages attended programs
 - Back to purging membership cards on 2 year cycles

- How we are doing compared to pre-pandemic
 - Hard to compare straight across numbers
 - Pre-pandemic
 - Open 49 hours/week
 - More dedicated circulation staff time
 - More volunteers helping check in materials
 - Current
 - Open 45 hours/week
 - Shifted hours to collection management and programming
 - Hired janitor in 2022
 - With decrease in house in FY 2023/24 open 194 fewer hours per year than in FY 2018/19
 - Last full year open at 49 hours/week
 - Three numbers to compare per hour of on-site work
 - Library visits per house
 - Currently only 6.06 fewer visits per hour
 - Total number of items checked out on site
 - Currently 0.95 fewer check outs per hour
 - Total number of items checked in on site (no automated material handling)
 - Currently 7.45 fewer check ins per hour
- Where are we going?
 - Hold steady on staffing as much as possible
 - Have experienced a lot of turnover
 - We aren't able to pay competitively
 - We do have several staff members who have been with ACL for years
 - Continue with current programs
 - Playtime, Storytime, online book club, Shameless Romance Book Club, Sit 'n 'Stitch, Last Tuesday Social Hour, plus monthly special programs for all ages and Summer Reading Program
 - Increasing offerings that are already in process and will not stretch staff capacity too much
 - In-person book club with same facilitator and selection as our online version (January 2025)
 - Seed Library (April 2025)
 - Art Quilt Group monthly program (February 2025)
 - Already increasing teen programming

Upcoming Fundraising

- Giving Tuesday coming up
 - Have a 1-day goal of \$5,000
- Year-end goal
 - \$30,000