

Agenda Public Meeting: WCCLS Executive Board

Location: Forest Grove City Library | [2114 Pacific Ave, Forest Grove, OR 97116](https://www.wccls.org/locations/forest-grove-city-library)

Time & date: Wednesday, April 24, 2019, 1:15 pm – 2:15 pm

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| 1:15 | 1. Call to order & introductions | VanderZanden |
| 1:18 | 2. Consent agenda [motion/vote]
2a. Minutes from the February 2019 Executive Board meeting | VanderZanden |
| 1:20 | 3. WCCLS strategic planning discussion
Facilitated by Michael Kosmala, The Coraggio Group

<i>This discussion will help inform the development of WCCLS' strategic plan. This will not be a decision-making session; rather it will be a discussion around making necessary trade-offs when using an equity lens to make decisions.</i>

<i>For the May 22 meeting, we will share a draft strategic plan and get your input at that meeting, in order to make refinements.</i>

<i>Plan on the May 22 meeting going for 90 minutes: 1:15 – 2:45.</i> | Tattersall |
| 2:15 | 4. Adjourn | VanderZanden |

Minutes Meeting: Executive Board
DRAFT Location: Beaverton City Library, Meeting Room A | 12375 SW 6th St., Beaverton
Time & date: February 27, 2019, 1:15 pm to 2:15 pm

Attendance

Aloha: Ellen Mickanin

Banks: Jolynn Becker*

Beaverton: Abigail Elder, Vice-Chair

Cedar Mill: Peter Leonard

Cornelius: Rob Drake

Forest Grove: Jesse VanderZanden, Chair

Garden Home: Molly Carlisle* for Anna Heinrich

Hillsboro: Simone Brooks

North Plains: *absent*

Sherwood: Joe Gall*

Tigard: Marty Wine

Tualatin: Sherilyn Lombos

West Slope: Doug Bigelow

Washington County: Ruth Osuna

WCCLS: Lisa Tattersall

Guests: Crystal Trice, Veronica Eden, Sylvia Lee, Colleen Winters, Glenn Ferdman, Adrienne Doman Calkins*, Denise Holmes*

* Joined remote by phone

Call to Order, Introductions, Additions to the Agenda:

Chair VanderZanden called the meeting to order at 1:27 pm. No additions to the Agenda.

Consent Agenda:

Brooks motioned to adopt the Consent Agenda. Drake seconded the Motion. Passed.

WCCLS FY20 budget:

Policy Group recommended the budget for the Executive Board consideration. Tattersall reviewed the packet and answered clarifying questions. Wine appreciated the program summary overview.

Bigelow motioned to recommend the budget as prepared to the Washington County Board of Commissioners. Leonard seconded. Passed.

Proposal from the WCCLS Policy Group re: eliminating the processing fee:

Tattersall reviewed the proposal as recommended by Policy Group. Members discussed the history of the processing fee, and other logistical issues related to the proposal. Tattersall will share data at the next meeting about the impact of no juvenile fines.

Brooks moved to accept the proposal. Wine seconded. Passed.

Update on countywide online fine payment:

Tattersall reviewed the table included in the packet. More data will be shared at the April Executive Board meeting.

Strategic planning update:

- Please fill out the survey; deadline is next Friday, March 8. The survey includes a section on Executive Board effectiveness.
- Coraggio Group is completing 25 one-on-one interviews with Washington County administration and Board, Executive Board members, some Policy Group members, and community partners.
- They will develop an insight report based on what they learn through the interviews and survey, which will be shared at the strategic planning retreat on March 19. Thirteen member library staff (one from each library) and thirteen WCCLS staff will attend the retreat, from various work groups and roles.
- A 7-member strategic planning committee will then convene to work on strategic directions.
- We will have focus group meetings to share out iterations of the plan for continuous feedback, and one of those focus groups will be with the Executive Board.

Adjourned: 2:23 pm

Submitted by Crystal Trice