

Minutes Public Meeting: Policy Group
FINAL Location: Garden Home Community Library Annex | 7306 SW Oleson Road, Portland
Time & date: Thursday, April 25, 2019, 10:00 am – 12:00 pm

Attendance

Aloha Community Library: Terri Palmer
Banks Public Library: *absent*
Beaverton City Library: Glenn Ferdman
Cedar Mill Community Libraries: Peter Leonard
Cornelius Public Library: Maria Aguilar
Forest Grove City Library: Colleen Winters
Garden Home Community Library: Molly Carlisle
Hillsboro Public Library: Stephanie Chase
North Plains Public Library: Will Worthey
Oregon College of Art and Craft Library: Dan Kelley*
Sherwood Public Library: Adrienne Doman-Calkins, Vice-Chair
Tigard Public Library: Teresa Ferguson
Tualatin Public Library: Jerianne Thompson
Tuality Healthcare Library: *absent*
West Slope Community Library: Terisa Brown
WCCLS: Lisa Tattersall
Guests: Crystal Trice
* Non-public libraries share one vote

Call to Order, Introductions, Additions to the Agenda:

Doman-Calkins called the meeting to order at 10:01. No additions to agenda.

Consent Agenda:

Ferdman motioned to adopt the Consent Agenda. Ferguson seconded the Motion. Passed.

Verbal reports: Consistent criteria for giving General cards to Youth subgroup

Tattersall shared on behalf of Denise Holmes. Most libraries are on the same page for General cards for Youth criteria, but there are some differences that can be discussed. Handout will be sent with more details, including three levels of criteria.

Verbal reports: Arts & culture support at Washington County

Tattersall reported that Eva Calcagno has been serving as staff support for the Cultural Coalition since last spring. The Cultural Coalition will remain staffed by WCCLS for the next fiscal year, with some additional administrative support provided by RACC.

Verbal reports: Library Foundation of Washington County

Tattersall shared that Washington County has asked WCCLS to develop a Memorandum of Understanding with the Library Foundation of Washington County.

Verbal reports: Update on transitioning OCAC Library out of WCCLS

Kelley reported that the last day the library is open is May 17. Goal is to have a full academic and library experience for student during their last semester. Kelley's last day of work is June 30. There are some legal requirements needed before the collection can be donated, but the goal is to successfully shepherd the OCAC collection to new homes that continue to give access to the public. Save the date for a "wake" for the library on May 9, 3-5 p.m. Kelley is also working on a Legacy of OCAC exhibit (opening in early May), and making sure institutional records are collected and archived at other institutions.

Verbal reports: Changes to internet filtering in libraries

Tattersall reported that our current filtering practices need to change due to end of life of the devices, and that they can get overwhelmed by internet traffic. Beginning mid-May, libraries can work with local IT and WCCLS Automation to determine what changes, if any, to make. The deadline to complete filtering changes is August 2019. Wi-Fi will remain unfiltered.

Strategic planning update

Tattersall reviewed the strategic planning timeline:

- WCCLS insight report will be published in a few weeks, highlighting data compiled from the survey and stakeholder interviews.
- [Extranet interest group](#) is available to review all slides and recaps of the steps in the process.
- So far, we've had a strategic planning retreat and two strategic planning sessions, working toward the one-page draft of the strategic plan.
- A new survey about the strategic planning draft will go out soon to retreat attendees and other stakeholders.
- Michael Kosmala will attend the next Policy Group meeting to get detailed feedback about the next draft version. The Executive Board meeting will also review the draft in May.
- Final plan will go to the Executive Board in July for approval.
- At the April Executive Board meeting, Kosmala gathered input around the draft four strategic priorities, and introduced an equity lens for decision making.

From Awareness to Funding, OCLC Report Deep Dive:

Members brainstormed more thoughts regarding the opportunities generated in last month's meeting (attached to minutes).

Important Announcements:

- Tigard: Director position will be posted soon.
- Kudos to Lee Evans for being Oregon Library Association Library Employee of the Year!
- Cornelius: New library space has been open since March 1. Next Policy Group meeting will convene in their new library.
- Garden Home: Expansion is in progress, tour followed meeting.

Adjourned: 12:02 PM

Submitted by Crystal Trice