

Minutes Public Meeting: WCCLS Executive Board
FINAL Location: [Zoom: register to listen here](#)
Time & date: Wednesday, February 24, 2021, 4:00pm – 5:12pm

Attendance

Aloha: Daniel Hauser

Banks: Jolynn Becker

Beaverton: Abigail Elder

Cedar Mill: Peter Leonard

Cornelius: Rob Drake

Forest Grove: Colleen Winters for Jesse VanderZanden

Garden Home: Lyndon Beckner

Hillsboro: Simone Brooks

North Plains: Andy Varner, Chair

Sherwood: Joe Gall

Tigard: Steve Rymer

Tualatin: Sherilyn Lombos

West Slope: *currently vacant*

Washington County: Ruth Osuna

WCCLS: Lisa Tattersall

Guests: Halsted Bernard (TPL), Molly Carlisle (GHL), Adrienne Doman Calkins (SPL), Glenn Ferdman (BCL), Denise Holmes (BAL), Terri Palmer (ACL), Hillary Ostlund (HPL), Robin Doughty (NPPL), Jerianne Thompson (TUL), Kristen Thorp (WSL), Michael Clark (WCCLS), Katie DuBrutz (WCCLS), Barbara Johnson (WCCLS)

Call to Order, Introductions, Additions to the Agenda

Chair Varner called the meeting to order at 4:02pm. No additions to the Agenda

Consent Agenda

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

Review process for IGA discussions

Tattersall shared the 2021 Cooperative Agreement Process (CAP) which listed the 3 IGA groups to be reviewed & updated: Cooperative Governance Agreement (CGA), Public Library Services Agreement (PLSA) & Network/Information Technology Agreement (ITA). For the CAP group, Osuna will be the Sponsor; Tattersall will be the Facilitator. Each library will have 2 representatives with one vote per library. A timeline of specific deliverables for each Agreement was proposed. Subgroups will be working on each of these deliverables and reporting to the CAP group.

Lombos proposed changing the PLSA Funding distribution to occur before the Admission guidelines. Rymer & Gall were in support. The Admission guidelines will be placed at the end of the PLSA timeline moving all other items forward.

CAP Subgroup membership was discussed with the following decisions and proposals:

- PLSA Population Map: Tattersall will be the owner of this subgroup.
- PLSA Funding distribution proposal: Rymer and Lombos proposed all Executive Board Members as owners of the proposal and deliverables to CAP. Hauser suggested looking at the funding distribution with an equity lens.
- Tattersall will work with Library Directors to identify experts from member library staff for the other subgroups.

At the next meeting Tattersall and Osuna will provide a summary of the prior funding process and formula.

The first CAP meeting will be in March.

Adjust March meeting date (Tattersall)

Tattersall proposed March 31st for the next meeting and wants to allow for a 90-minute window, should the group need additional time.

Next meeting: March 31, 2021, 3:30pm – 5:00pm

Adjourned: 5:12pm

Submitted by Barbara Johnson