

ESTACADA PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

Thursday, April 28, 2016

Flora Room, 5:30 p.m.

Meeting Called to Order

Dir. Kraig Bartel, sitting in for President Suzanne Sager, called the meeting to order at 5:34 p.m.

Present: Dir. Nichole Adamson, Dir. Kraig Bartel, Dir. Connie Redmond, Library Director Michele Kinnamon.

Absent: Pres. Suzanne Sager, Dir. Ronda Rota.

Public Input (15 min. limit)

Shirley Burke, 1025 NW Cazadero Ct., Estacada, spoke on behalf of Parks & Recreation committee, asked what plans the library has for the 915 NW Wade St. property. The board responded that we are in the beginning stages of planning for parking on the site.

Review of meeting minutes:

Dir. Bartel called for approval of the March 24, 2016 meeting minutes. Dir. Redmond made a motion to approve the minutes as written; Dir. Adamson seconded. The motion passed unanimously.

Director's Report

LD Kinnamon reported an uptick in library usage statistics except for a miniscule drop in self-check outs. In the library budget the Facilities Maintenance budget line will likely be used up as it is at 91% for the current month. The library will have a fiscal year-end surplus. The vacant youth services librarian position was posted on March 28 and closed April 18. We received 22 applications for the position.

New Business

- LDAC Report: Dir. Connie Redmond is the library's representative
Dir. Redmond gave a report on the April 12 meeting of the Library District Advisory Committee. The meeting consisted of introductions of the new committee members and Clackamas County counsel Chris Storey and Don Krupp. The committee then started a conversation on opening up the IGA (intergovernmental agreement) to allow cities to use district funds for capital improvements. The group acknowledged a steep learning curve and it was agreed that the process towards decision-making would take some time.
- Tree Removal
LD Kinnamon reported that all the birch trees in front of the library had been infested with birch borer and were either dead or diseased and needed to be removed. The board recommended going ahead with their removal.

Old Business

- 2016-'17 Budget
Dir. Adamson made a motion to recommend that Estacada City Council adopt the library's 2016-2017 Fiscal Year budget. Dir. Redmond seconded and the motion passed 3-0.

- 915 NW Wade St. Property Progress and Plans
Rob Davidson is waiting for drier weather to begin filling the hole left when the house was moved because it will cost substantially less. He will submit an estimate in writing that will be in two bids: one for demolition and removal of the outbuildings and one for filling in the former basement. City Manager Denise Carey is talking with TriMet on the possibility of building a park and ride on the site that would also serve the library's parking needs. The talks are in early stages and ideally, TriMet would pay for the lot. Dir. Bartel suggested contacting United Rentals for fencing that would be used after Emmert takes down the current fence surrounding the basement hole.

President & Trustee comments

Dir. Bartel thanked Dir. Redmond for serving on the LDAC committee.

Adjournment

The meeting was adjourned at 6:48 p.m.

Next meeting:
Thursday, May 26, 2016, 5:30 p.m.