



## **LIBRARY BOARD OF TRUSTEES MEETING MINUTES**

**Thursday, November 2, 2017, 6:30 PM**

**625 NE 4th Avenue**

---

### **I. CALL TO ORDER**

Julie Hill called the meeting to order at 6:30 p.m.

### **II. ROLL CALL**

Bonnie Carter, Carolee Dewar, Laura Felter, Shawn High, Julie Hill, Christopher Knipes, Connie Urquhart

### **III. APPROVAL OF MINUTES**

A. Meeting Minutes from September 7, 2017. Shawn High approved the minutes; Laura Felter seconded his approval.

### **IV. COMMUNICATIONS RECEIVED**

To Library. Thank you for sleep fun from Emma. Hide and Seek. Sleepover Exhibit A.

### **V. LIBRARY DIRECTOR'S REPORT**

A. Director's Report for September 2017  
Comments: Julie Hill was glad to read the update on the new hire, Danielle Reynolds. Connie feels she and Danielle are in sync regarding technology, and how they approach Library services. She will be a great fit. Connie added to the Haunted Happenings content with the story regarding the fire alarm and the fog machine. General approval of the new FFCL logo.

### **VI. EXPENDITURES APPROVAL**

The expenditures were approved by Laura Felter, and seconded by Shawn High. Shawn had a question on the \$0.16 international transaction fee. Christopher explained it was a Bank of America charge applied to the distribution of our updated digital newsletter from our new provider.

### **VII. COMMITTEE & LIBRARY AFFILIATE REPORTS**

A. Advocacy: Carolee saw numerous Shares on Facebook of the 30 Days of Kindness. She has tagged Camas Library on the BookSpine Poetry Smash between the Houston Public Library and the LA Public Library for the World Series. There was a Dan Rather article in the LA Times as well regarding this poetry smash. Laura saw Miss Debbie at the Dorothy Fox Literacy Night. Debbie had a great time and is wanting to conduct further outreach. We are starting to specialize the storytime folks as follows: Debbie: school-aged, Ellen: teens, Karen: early literary ages 0-5, Judy:

general adult, Connie Scott: seniors. There will be crossover of course.

- B. Policy. We will be Print Management parameters, implementation, updating meeting room forms
- C. Personnel. We already discussed Danielle. Gina Nasserri will be on maternity leave in early March and plans to return to her Page position.
- D. Second Story Gallery Society (SSGS). Met on Monday. 2018 artist lineup was secured. Quilts are book covers or inspired by books. 30 Days of Kindness. Based on the book *Wonder*. Painting bids. Book cards: difficult to display so SSGS passed on this. Connie will connect with the teacher regarding a display on first floor.
- E. Friends and Foundation of the Camas Library (FFCL). It was a short meeting due to newly instituted time limits. The annual donation letter will be going out soon. The new logo was distributed.

## VIII. AGENDA ITEMS

- A. Update on Print Management: Comprise implemented Simple Sam. Wireless printing will not be available for a few more weeks. We are waiting on the credit card implementation. Patrons are starting to get a first taste of the Camas/Vancouver split. If a FVRL patron wants to print here they cannot pull up any credit they may have at another FVRL branch. However, they will be able to pay as they go here. Danielle is familiar with Koha (one potential ILS vendor).
- B. Partnership with FVRL: Covered in the Print Management update.
- C. Open Performance: This is new software the City is buying. It's a component of Open Budget and Open Spending. It's an additional effort to increase our transparency. The Library will be moving to Open Performance. Stats will be in real time. It's a way to tell a story via a self-created dashboard. What are the newest trends in keeping Library stats? We are currently reviewing the stats we want to display to the public. Connie is participating in a webinar series, *Measures that Matter*, which presents and discusses the newest statistic trends for public libraries.
  - i. General statistic observations\*
    - More people are attending adult programs than children's programs
    - Instagram is moving along at a good clip.
    - The quality of outreach engagement is not as good as the quality of the actual attendance at the Library
    - Our Facebook Q3 reach has exploded. This is due to boosted posts. However, we're unable to determine stats for boosted posts because we don't technically pay for them.
    - Create a bar chart to determine our program ROI: Fewest number of programs with the highest number of attendance. Connie will check the attendance at events vs. the number of checkouts during those events.
    - Connie will also check on reasons for the door count dip in September.
- D. Report from Digital Users Group Consortium Meeting
  - The consortium consists of 44 (and growing) libraries in Washington with towns of less than 100,000 in population. It can make decision on how we're going to manage the eBook collections and how we can spend federal dollars. Publishers are currently controlling the uses and renewals of eBooks. Connie is now on the Advisory Committee. She would like to see more classics added to eBooks, or older titles than can help to complete a series. Currently the state library is mainly purchasing popular titles.

## **IX. PUBLIC COMMENT ON AGENDA ITEMS**

There were no public comments.

## **X. NON-AGENDA ITEMS**

1. Laura Felter asked about the State of the Community Address. Camas leaders (including Mayor Higgins and Superintendent Jeff Snell) spoke of future growth, including investments in schools and parks, but nothing about other departments, including the Library. Shawn suggested it would be beneficial to team up with the school district on future events and outreach. Ellen and Connie will be meeting with the local Elementary library media specialists in January.
2. Restrictions on Chrome books are causing issues at local schools regarding locked-out sites. Our IT department is aware of the issues. Shawn High suggested having a class to teach parents how to set parental controls.
3. Connie still needs to connect with someone on CEF.

## **XI. PUBLIC COMMENT ON NON-AGENDA ITEMS**

There were no public comments.

## **XII. NEXT MEETING**

The next meeting will be December 7, 2017.

## **XIII. ADJOURNMENT**

Julie Hill adjourned the meeting at 7:25 p.m.