



# MINUTES Library Advisory Board Meeting

6:00 PM - Wednesday,  
February 6, 2019  
City Hall- Council Chambers,  
39250 Pioneer Blvd., Sandy,  
Oregon 97055

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The Library Advisory Board of the City of Sandy was called to order on Wednesday, February 6, 2019, at 6:00 PM, in the City Hall- Council Chambers, 39250 Pioneer Blvd., Sandy, Oregon 97055, with the following members present:

**PRESENT:** Board Member Jeri McMahan, Board Member Heather Michet , Board Member Lynn Freeman, and Board Member Kathleen Draine

**EXCUSED:**

**GUESTS:** Dale Scobert

**STAFF/LIAISON:** Library Director Sarah McIntyre and Councilor Bethany Shultz

## 1. ROLL CALL

## 2. APPROVAL OF MINUTES

### 2.1. Meeting Minutes

- November 7 2018, minutes were not approved as transcription did not reflect minutes submitted.
- Advisory board minutes are action only.

Kathleen Draine made a motion : I move that we delay approving the November minutes pending correction of formatting issues. Jeri McMahan seconded the motion. CARRIED. unanimously.

## 3. NEW BUSINESS

### 3.1. Library Advisory Board Applicants

- Heather gave update on resumes and interviews for Lynne Pollard and

Blanca Doroteo. The people applying for empty positions on the Advisory Board.

Heather Michet made a motion : I move that we recommend Blanca Doroteo and Lynne Pollard to the City Council for appointment to the Library Advisory Board

- The next step is for the City Council to approve applicants.

Lynn Freeman seconded the motion. CARRIED. unanimously.

### **3.2. Update Library Advisory Board Handbook**

The handbook is on line but we may print for new members to establish expectations.

- The bylaws were updated and need to be reflected in the handbook.
- Update with the new Mission Statement.
- Several minor changes to verbiage. To be reviewed in next meeting.
- The roles and key responsibilities chart to become an appendix.

The handbook is an orientation document for new board members.

## **4. OLD BUSINESS**

### **4.1. LDAC Updates**

Kathy our LDAC representative gave a synopsis of the current task force status:

LDAC update: 1/28/19 meeting: First meeting since end of Sept.

County's draft proposal for County Commissioners District Task Force circulated, for discussion at

Feb 25 meeting. Proposals sets out suggested organization and timetable (approx. 18 mos, starting

summer 2019), with Services, Governance, and Revenue considered in sequential subcommittees. Data

from annual reporting forms to inform review process. LDACs comments on proposal to be sent to

Commissioners for their finalization of Task Force. No LDAC meeting in March.

## **5. STAFF UPDATES**

### **5.1. Where to hold the Advisory Board Meetings?**

- Since the board is only advisory there is no need to record meetings.
- It was discussed whether we wanted to meet at City Hall to record the meetings, or meet in the library.
- It was decided to meet at the libraries in future.

### **5.2. Update from City Council Retreat**

- Sarah attended the City Council retreat.
- As Goals for the Library, Sarah turned in components of the Library Strategic Plan, with an additional goal of finding creative solutions for libraries'

programming and storage space needs.

- The Council set 6 goals. None of them deal with the Library. The goals are:
  1. Transportation: Improve the connectivity, mobility, and safety of the city's transportation network through planning and implementation of priority projects.
  2. City Finances: Sustainably manage the city's finances to ensure we meet the needs of our residents through the efficient and effective delivery of public programs and services.
  3. Sandy Community Campus: Make a decision on the future of the Sandy Community Campus (SCC).
  4. Communication: Enhance the city's communications to its residents and public.
  5. Comprehensive plan: Initiate an update of the city's Comprehensive Plan.
  6. Wastewater System Facilities Plan: Begin necessary and essential improvements to the city's wastewater conveyance and treatment infrastructure.

## **6. ADJOURN**

### **6.1.**

Next Meeting April 3, 2019 at Hoodland Library.