



PUBLIC LIBRARY BOARD

# AGENDA



**Tuesday, August 27, 2024**  
**At 5:15 p.m.**

This meeting includes in-person and virtual participation.  
Conference Room, Albany Public Library,  
2450 14<sup>th</sup> Avenue SE

Or join the meeting here: [Zoom](#)

1. Call to order
2. Roll call
3. Business from the public:  
*Persons wanting to provide comments may:*
  - 1- *Email written comments to the [elise.schuh@albanyoregon.gov](mailto:elise.schuh@albanyoregon.gov), including your name, before **noon on the day of the meeting**.*
  - 2- *To comment virtually during the meeting, register by emailing [elise.schuh@albanyoregon.gov](mailto:elise.schuh@albanyoregon.gov) before **noon on the day of the meeting**, with your name. The chair will call upon those who have registered to speak.*
  - 3- *Appear in person at the meeting and register to speak.*
4. Approval of July 23, 2024 minutes. [Pages 3-4]
5. Scheduled business
6. Business from the members
7. Staff updates
  - Librarian I – Angela Barker
  - Library Assistant – Marjorie Knox
  - Library Director – Eric Ikenouye
8. Next meeting date: Tuesday, September 24, 2024

[albanyoregon.gov](http://albanyoregon.gov)



9. Adjournment

*This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: [elise.schuh@albanyoregon.gov](mailto:elise.schuh@albanyoregon.gov) or 541-917-7590.*

*Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the City website.*



## MINUTES

July 23, 2024

5:15 p.m.

Hybrid

Approved: **DRAFT**

### Call to Order

Chair Steve Borst called the meeting to order at 5:14 p.m.

### Roll Call

Members present: Steve Borst, Bob Brown, Jaci Eiquihua, Linda Hart, Karen Messer, Amy Roberts

Staff present: Eric Ikenouye, Library Director; April Spisak, Supervising Librarian; Elizabeth Sonstegaard, Supervising Librarian; Millie Wilson, Librarian I; Elise Schuh, Administrative Services Coordinator

### Approval of May 28, 2024, Minutes:

**5:15 p.m.**

MOTION: Board Member Bob Brown moved to approve the minutes as written. Board Member Amy Roberts seconded it and it passed (6-0).

### Staff Update

**5:17 p.m.**

Supervising Librarian shared updates on the Summer Reading Program. The library had a record number of registrations this year and worked with numerous community partners for programming and outreach. Next year's theme comes from the statewide program: Level Up at Your Library

In response to several questions from Borst, Spisak stated that the library provides reading logs, interactive activities, reading prizes, and occasional story times at the YMCA and has different staff members at a Farmer's booth during the summer for outreach and program promotion.

Supervising Librarian Elizabeth Sonstegaard joined the meeting at 5:27 p.m.

Spanish Services Librarian I Millie Wilson gave an update on library programs and a new grant.

The Library partnered with the Calapooia Watershed Council for the last several years to host a bilingually accessible Splashy Science program at the park. They provided bags with science supplies, brought experts to talk about different subjects, and educated the attendees about numerous facets of environmental and biological science.

The Library was awarded a Latino Poetry: Places We Call Home grant for \$1,200 to be spent on two poetry programs at the library, between this September and next April.

In response to several questions from Borst about the grant, Wilson stated that the grant requires the first of the two programs to center around a poetry discussion facilitated by an expert, but the second is more

flexible and the funds can be used to support those programs in any way needed. The grant is not renewable and is a one-time humanities endowment. The programs will be directed toward adults.

Scheduled Business

**5:45 p.m.**

The Library Board reviewed changes to the Internet Policy.

Supervising Librarian Elizabeth Sonstegaard shared that the policy was outdated and needed an update to the language and to remove old references to other policies.

MOTION: Board Member Jaci Eiquihua moved to approve the updated Internet Policy. Board Member Linda Hart seconded it and it passed (6-0).

Staff update

Library Director Eric Ikenouye provided several library updates.

**5:48 p.m.**

The Library of Things has about 50 items ready to start circulating.

In response to several questions from Borst, Ikenouye stated that a representative from Worksource Oregon still comes once a week to provide free job search support for anyone interested, the Library's booth at the Farmer's Market is a good place for publicity and outreach, and staffing is at full capacity for the current budget.

In response to a question from Roberts about volunteering, Ikenouye stated that there is a youth volunteer program that the Library's Teen Librarian coordinates.

In response to a question from Borst about the possibility of a Bookmobile, Ikenouye shared that it's still in the planning stages and the Library wants to ensure that it's a sustainable project that will serve the community.

In response to a question from Roberts about the promotion of the Passport Program and Libby, Ikenouye stated that the best publicity is word of mouth, but there is information on the website and at the circulation desk.

Adjournment

Hearing no further business, Borst adjourned the meeting at 6:07 p.m.

Respectfully submitted,

Reviewed by,

Elise Schuh  
Administrative Services Coordinator

Eric Ikenouye  
Library Director

*\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing [cityclerk@cityofalbany.net](mailto:cityclerk@cityofalbany.net)*