



LIBRARY BOARD AGENDA

January 25, 2023 at 6:30 PM

Wilsonville Public Library

PARTICIPANTS MAY ATTEND THE MEETING AT:

Library, 8200 SW Wilsonville Road, Wilsonville, Oregon

Zoom: <https://us02web.zoom.us/j/87143019462>

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with Molly Muldoon:

Muldoon@ci.wilsonville.or.us or 503-570-1593

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Molly Muldoon - Wilsonville City Hall

29799 SW Town Center Loop East, Wilsonville, OR 97070

CALL TO ORDER

1. Roll Call

APPROVAL OF MINUTES OF DECEMBER 07, 2022

ONGOING BUSINESS / CALENDAR ITEMS

2. Youth Services Report
3. Librarian's Report
4. [FY24 Budget Discussion](#)
5. Anniversary of the Library - February 14, 1982
6. OLA Conference Sign Ups
7. Friends of the Library Report
8. Library Foundation Report

NEW BUSINESS

ROUND ROBIN

ADJOURN

NEXT MEETING

Wednesday, February 22, 2023 6:30 PM

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Molly Muldoon, Administrative Assistant at 503-570-1593 or Muldoon@wilsonvillelibrary.org: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-570-1593.

FY 2024 Library Work Plan

Goal	Outcome	Responsibility	Timeline	Comments/Project
Collection Analysis				
Evaluate collections in terms of allocations of funds, usage, and physical space. Readjust allocations as necessary. Using DEI analysis at the county level, make sure the collection is meeting or exceeding standards for representation.	Increased inclusivity in the collections	Sarah, Jo, Greg	Summer 2023	
Review Programs				
Evaluate current programs including day/times offered, resources required, etc. Modify program offerings as needed to best meet the needs, interests, and desires of the community.	A programming calendar that meets the needs of the community	Sarah, Jo, Greg	Fall 2023	
Evaluate Staffing				
Review job descriptions and task assignments; adjust as needed. Begin to implement 5 year staffing plan.	Adequate staffing and re-balanced work loads	Leadership team	Spring 2023	
Explore Offsite Book Drop and/or Lockers				
Do a complete resource analysis for adding a book drop in Charbonneau or other location for FY25 budget add. Explore costs for book lockers. Include volunteer needs.	Deliverable of a polished proposal for potential FY25 add package and implementation plan.	Lizzie	Summer 2023	
Create 5 Year Technology Plan				
Work with IT to determine technology plan (using strategic planning focus group data) and possible new community survey.	5 year plan with timeline and cost estimates	Leadership team and Andy Stone (IT)	Summer 2023	
Implement Book Bike				
Create an implementation plan for the book bike. Include: safety training, scheduling, timeline, maintenance calendar, goals, etc.	Book Bike programming plan including safety, training, scheduling, timeline, maintenance schedule, and goals	Shasta, Sarah, Burton	Summer 2023	Timeline dependant on vendor
Increase Parks and Rec Collaboration				
Establish regular communication with parks and recreation department - possible quarterly meetings. Share calendars and create processes to regularly cross promote.	Cross-promotion of programs and collaboration on programs where appropriate	Leadership Team	Spring 2023	
Add a Seed Library Collection				
Introduce a new seed library collection to the WVPL, including budget, parameters, volunteers, etc.	A functioning seed library available to the community	Sarah	Spring 2023	