

**Cedar Mill Community Library Association  
Minutes of the Board of Directors Meeting  
Tuesday, August 18, 2009**

**Present:** Lisa Ard, Michele Greenwood, John Gruher, Gary Nees, Art Partridge, Steve Pearson, Paul Sander  
**Absent:** David Dennison, Judy Goodman, Conrad Hutterli, Dan Woods  
**Staff present:** Peter Leonard  
**Others present:** Ed Carroll

John Gruher called the meeting to order at 7:00 pm.

**Decision Items:**

**Approval of prior meeting minutes:** The board reviewed the minutes of the July 21 board meeting, and passed a motion to approve them as distributed.

**Discussion Items:**

**Annual Meeting Event:** John reminded those present that the Association's annual meeting has been moved from July to October. In previous discussions, the board had expressed some interest in turning the annual meeting into more of an "event". John asked if anyone had ideas in this regard. In the ensuing discussion, several ideas emerged, including having a cake honoring the Association's 35<sup>th</sup> "birthday", a screening of the promotional video the Development Committee is working toward (if ready), a presentation on the Association's history and vision, and honoring a stalwart library supporter.

**Review of Projects 2009-2010:** Peter distributed a planning list of projects around the libraries and led discussion of same. In addition to specific projects for the near term, a broader vision statement for the next four years was also included.

**Two issues raised among WCCLS leadership recently:** Peter discussed a couple issues that came up recently in discussions among the Cooperative's leadership. Although no formal decision was taken, the board members present did reach a consensus opinion on these matters.

**NO FINE STATUS:** The trend in WCCLS is to provide a uniform experience for borrowers across all member libraries. Cedar Mill is the only library in WCCLS that offers "no fine" status to volunteers and staff. Other libraries are requesting that this status be dropped. City libraries are prohibited by state law from offering this benefit to employees.

The sense of the board was opposed to changing the "no fine" policy. The policy has negligible impact to other libraries' revenues and the concern is likely more about having different perks for staff. But municipal employees also have benefits that our employees do not. Other libraries could extend "no fine" status to volunteers if they chose to do so. Even though it is of little consequence financially, taking away the benefit would be taken unfavorably by staff and volunteers.

**INTER-LIBRARY LOAN SERVICES:** Interlibrary Loan (ILL) refers to the process of obtaining books from libraries outside WCCLS. We follow the WCCLS policy in providing this service. It is a wonderful, but labor intensive service. With "WorldCat," patrons can request items from far away, even from different countries. Many libraries are seeing large increases in use and have set up different limits. Some set it at 5, some at 10, some are unlimited. Multnomah County recently stopped requesting interlibrary loans other than books and journals. Multnomah recently restricted interlibrary loans to Multnomah county residents. If a Washington County resident requests an ILL at a Multnomah County library, they are referred to a WCCLS library. One library in WCCLS has now stopped accepting ILL requests from Multnomah County Library users. WCCLS would like to standardize the offering across all member libraries. The WCCLS ILL committee is recommending that a limit of 10 active requests per borrower be instituted, that Multnomah County residents

are barred from requesting ILL service through WCCLS, and that no current year materials may be requested.

The sense of the board was in agreement with the proposed change to ILL policy with one exception -- the board believes that Washington County should not single out Multnomah County residents for ILL service exclusion. Instead, if nonresidents are to be excluded, that restriction should apply equally to all nonresident patrons.

## **Reports:**

**President's Report:** No report.

**Treasurer's Report:** Gary Nees briefly reviewed this month's financial statements. Gweyn has now incorporated a Reserves schedule into the monthly report (see page 2). Note that for the first month of the fiscal year, reserves are down; this is due to change in prepaid expenses, something where the timing and amount fluctuates. Peter noted that the auditors are currently "here" (examining the Association's financial reports for the prior fiscal year).

**Executive Director's report:** Peter Leonard summarized some recent news for the board. Summer Reading has concluded. We had over 5000 participants this year, up more than 500 over last year. 52% of participants met their reading goal. The library was contacted about a problem with a donated car when it was resold by the party who bought it from the library; apparently the odometer had been rolled back sometime after the library transferred it. There has been some concerning vandalism of parenting magazines – some pictures of children's faces have been removed from some 30 of them. Authorities were notified and staff is keeping a closer eye on them. Second Edition performed their seasonal changeover over the weekend, and already is off to a great start with sales of the new merchandise this week. The County is looking into allowing online payment for fines & charges via Polaris. The Bethany branch now has wireless service up and running.

**Development:** Lisa Ard reported that the Committee is moving ahead on the film with Tualatin Valley Community Television (tvctv.org). They're now working on the story board, and taking pictures at the library.

**Community Relations:** No report.

**Marketing & Events:** No report.

**Nominations:** No report.

**Personnel:** No report.

**Rules:** No report. John asked Steve Pearson to check for any major bylaw issues in old notes. John recalled prior discussion concerning a rule on the timing of board officer elections, which the bylaws presently to occur at a special board meeting soon after each board election. The thought is to relax that, allowing election of officers to occur at the next regular board meeting, so that a special board meeting need not be held.

**Second Edition:** Paul Sander reported that there was no management committee meeting this month (they're held every two months). Peter noted that a fashion show scheduled in September has already sold out.

The meeting was adjourned at 8:05 pm.

Respectfully submitted,

Steve Pearson, Secretary

**Next Board Meeting: Tuesday, September 15, 2009 at 7:00 PM**  
Lewis and Clark Meeting Rooms

*Handouts:* Current Board Meeting Agenda, Executive Director's Report, and CMCLA Financial Statements; Prior Board Meeting's minutes (July); Library circulation and attendance stats; Cedar Mill Community Library Planning 2009-2012; CMCLA flyer with new photos.