Library Advisory Board

Meeting minutes for September 18, 2025

Call Meeting To Order

The meeting was called to order at 6:03 PM by Amanda Houston, Chair.

Roll Call

Board Members present:

- Amanda Houston, Chair
- Julia Kightly, Vice Chair
- Tim O'Leary
- Sharee Adkins
- Jessica Hopkins-Hubbard

The student commissioner position was noted as open. Library Director Korie Jones Buerkle was also present.

Accept Consent Calendar

a. Accept August 2025 Library Advisory Board Meeting Minutes

b. Accept August Library Use Report

Julia Kightly moved to accept the consent calendar, which was seconded by Sharee Adkins. The motion passed unanimously.

Public Comments

There were no public comments at this meeting.

Board Comments

a. Current Library Narratives

The board discussed how some people dressed up as librarians with the classic "hair in a bun" look, while younger participants went for a more modern interpretation with finger tattoos. The board appreciated how this showcased different perceptions of librarians across generations.

Reports

a. Library Foundation Report

Korie Buerkle reported that the Library Foundation had a short meeting. She discussed the summer reading program and library programs funded by the foundation with the group.

b. Library Director's Report

Korie Buerkle presented her report, starting with a list of tasks from the previous meeting. She noted that most items had been completed, with two exceptions:

- The installation of a new projector was delayed due to shipping issues. The projector was lost in transit, found, but never arrived. It had to be reordered from China, which could take up to three months.
- New shelving panels arrived, but the brackets were still pending, likely also delayed in shipping from China.

Buerkle mentioned that these projects could be completed on a Monday or Friday morning without closing the library. She praised the staff and volunteers, including Julia, for their hard work during the renovation week. The staff had a "spirit week" to keep morale high while painting, moving books, and completing other tasks.

The library actively communicated on social media about being closed but still working, to ensure the public understood they weren't just taking time off.

Regarding the exterior renovation, Buerkle reported that it was progressing well. The sidewalk bricks had been removed, and concrete work was expected to begin soon. The book drop had been temporarily closed due to concrete truck access. While some patrons were confused by the new entrance on the second floor, most were adapting well. The custom fabrication of railings might extend the project timeline, as they need to be installed and pass inspection before the stairs can be opened to the public.

Buerkle noted that the temporary north entrance was popular, especially with couriers bringing in books, due to the improved ramp. However, she emphasized this was only temporary.

When asked about the impact on library usage, Buerkle mentioned that September numbers would be affected due to the week-long closure. She hadn't yet analyzed checkout statistics but noted that the upstairs desk was busier than usual due to the temporary entrance arrangement.

c. Library Friends Report

Buerkle reported that the Library Friends had successfully sold a set of books online for $300, which was exciting given the impact of the week-long closure on their usual income. She emphasized the importance of donations, as they never know what valuable items might be received.

Unfinished Business

a. Updates On Strategic Plan 2021-2026 Objectives

Buerkle reminded the board that the current strategic plan runs through 2026, meaning they would need to start working on a new plan next year. She suggested considering hiring a consulting firm or finding a local expert to facilitate the process. She noted that the last strategic plan was developed during COVID-19, which made the process different from previous years.

The board discussed the possibility of reusing the survey method from the last plan, which worked well despite the pandemic restrictions. Tim recalled some interesting suggestions from the last survey, including relocating the elevator, which was deemed too expensive.

Buerkle emphasized the challenge of getting feedback from non-library users and finding ways to reach those who might not be aware of the library's services. The board discussed various outreach ideas, including using sandwich boards or having volunteers promote the library in the community.

b. Start Thinking On Strategic Plan For 2027-2032

The board agreed to dedicate more time to discussing the strategic plan during their January meeting. They plan to review the current plan, determine which areas to focus on or modify, and decide on the level of community input needed for the new plan.

Sharee Adkins offered her experience in facilitating strategic planning for nonprofit boards, which could be valuable depending on the level of stakeholder engagement required.

The board decided to revisit this topic in their January meeting when new board members, including a potential student commissioner, would be present.

New Business

a. Update Questions For Library Board Interviews In October (3 positions)

The board discussed the interview process for new members. They decided to conduct interviews on November 20th at 5 PM, followed by the regular board meeting at 6 PM.

There was a debate about whether to provide interview questions to candidates in advance. While some board members wanted to hear more spontaneous responses, it was noted that due to the public nature of the meeting, providing questions in advance ensures fairness for all candidates.

The board also discussed the possibility of reappointing current members without an interview process, similar to other city boards. They agreed to reach out to the city recorder for clarification on the process and to ensure transparency in their decision-making.

Regarding the interview questions, Julia Kightly suggested rewording question 5 to avoid specific "DEI speak" while still addressing the importance of diversity and inclusion. The board agreed to workshop this question further, with members sending suggestions to Korie for compilation and review at the next meeting.

b. Library Resource Of The Month

Korie Buerkle presented on the library's digital services, focusing on Kanopy, a movie streaming service available through the library. She explained that Kanopy offers documentaries, foreign films, and educational content not easily found elsewhere. Due to its cost and popularity, there are usage limits for patrons.

Buerkle also mentioned other digital resources like Ancestry.com and educational databases for students. She emphasized the importance of these curated resources for providing reliable information, especially for younger users.

When asked about usage statistics, Buerkle promised to bring more detailed numbers to the next meeting. She noted that e-audiobook usage has surpassed e-book usage in recent years, and the library has adjusted its purchasing accordingly. Physical material checkouts still significantly outnumber digital checkouts, but digital usage continues to grow.

The board expressed appreciation for these digital resources, with some members mentioning they've been able to cancel personal subscriptions due to the library's offerings.

Next Meeting/Steps

a. October 16, 2025, 6:00 p.m.

b. November 20, 2025, 5:00 p.m. Interviews start at 6:00 p.m.

c. December 18, 2025, 6:00 p.m.

The board confirmed their upcoming meeting dates, with the October 23rd meeting serving as a backup date if needed. The November 20th meeting will start at 5 PM for interviews, followed by the regular meeting at 6 PM.

Adjournment

The meeting was adjourned at 7:25 PM.