

Library Advisory Board

October 16, 2025

Meeting minutes

CALL MEETING TO ORDER

Chair Amanda Houston called the meeting to order at 5:59 PM.

ROLL CALL

Present: Amanda Houston (Chair), Julia Kightly (Vice Chair), Tim O'Leary
Absent: Sharee Adkins, Jessica Hopkins-Hubbard
Staff: Korie Jones Buerkle (Library Director)
Vacant: Student Commissioner position

ACCEPT CONSENT CALENDAR

Julia Kightly moved to accept the consent calendar, Tim O'Leary seconded. Motion passed unanimously.

PUBLIC COMMENTS

There were no public comments.

BOARD COMMENTS

Current Library Narratives

Library Director Korie Buerkle reported there were no current library narratives this month.

REPORTS

Library Foundation Report

The Library Foundation did not meet.

Library Director's Report

Library Director Korie Buerkle noted that library usage was low due to the library being closed for a week. She addressed the door count statistics, explaining that the door counter is attached to the front doors and not easily moved, so current counts are estimations. Once they're able to use the front entrance again, they will restart using the door counter.

Korie Buerkle presented information about e-resource usage statistics that had been requested by Tim O'Leary at a previous meeting. The data compared usage between fiscal years 2024-2025 and showed interesting patterns:

- Print books still have higher circulation than ebooks
- E-audiobooks are growing exponentially compared to physical audiobooks
- E-magazines had surprisingly high usage numbers (10,364)

- Physical audiobook statistics are mostly for children's materials
- Print magazine usage was quite low, partly due to decreased selection

The library team was surprised by some of these numbers, and Korie plans to share this information with City Council.

Korie showed photos of improvements to the Carnegie Library, including new shelving panels that allow more light into the shelves. She noted that proper shelf labeling had been added shortly after helping a confused patron.

Regarding facility updates, Korie reported:

- The bathroom remodel project is moving forward, being wrapped into another city project with work potentially starting as early as January 2026
- The front entrance of the library is still awaiting railings and inspection before it can open
- The Newberg Graphics scanning project is progressing, with earlier non-copyright editions being handled by University of Oregon through grant funding
- New signage is being installed in the teen area by month-end
- Lewis Audio Video will begin installation of new AV equipment and projector for the meeting room on October 20th

Library Friends Report

Korie reported that the Friends' sales are down considerably due to patrons not coming in through the front doors. They considered having a cart upstairs but decided against it due to potential confusion. She noted that despite lower lobby sales, the Friends received donations of items they were able to sell online, making up the difference.

UNFINISHED BUSINESS

Questions for Library Advisory Board Interviews in November

The board reviewed and discussed potential changes to interview questions for upcoming Library Advisory Board candidate interviews. There was extensive discussion about Question 5, which deals with diversity and inclusion.

Korie read a statement from absent member Sharee Adkins, who proposed keeping or modifying the question to reference the library's strategic plan while maintaining language about diversity and inclusion. Julia Kightly proposed alternative language focusing on advocacy for current and potential library patrons.

There was considerable discussion about the merits of each approach. Amanda Houston felt they should honor the library's mission and strategic plan which includes diversity and inclusion as foundational values. Julia expressed concern about certain terminology being contentious in the community.

After discussion, the board voted to adopt a hybrid approach combining elements from both proposals. The approved question reads: "The Newberg Library is dedicated to providing a welcoming and inclusive environment. As identified in the library's strategic plan, the library strives to be a welcoming and accessible space that reflects the cultural diversity of the community it serves. To show how you would advocate for all our current and potential library patrons, describe how you have done this in your professional or personal activities."

The board also modified the student commissioner interview question to read: "The Newberg Library is dedicated to providing a welcoming and inclusive environment. As identified in the library's strategic plan, the library strives to be a welcoming and accessible space that reflects the cultural diversity of the community it serves. How would you reach a decision that included perspectives different from your own?"

Surveillance Policy Update

Korie explained that after previous board approval of the Surveillance Policy, City Council had questions, particularly from Councilor Derek Carmen regarding law enforcement access to cameras. After discussions with

the city attorney and police chief, language was clarified to acknowledge that Newberg Police Department, as part of the same city entity, already has access to library surveillance footage without requiring a warrant or subpoena.

The revised policy specifies that for external entities requesting footage through search warrants, subpoenas, or court orders, the library director or supervisory staff will review and determine eligibility for release in consultation with legal representation. Korie emphasized that the cameras cannot see what materials patrons are checking out, maintaining patron privacy.

Amanda Houston moved to accept the Surveillance Policy with the edit change to place all content on one page. Julia Kightly seconded. Motion passed unanimously.

NEW BUSINESS

Library Resource of the Month

Korie noted she had mistakenly listed NW Digital Heritage in the agenda but had actually prepared to showcase the library's board games collection. She brought sample games including Mantis and Exploding Kittens, explaining that the actual games are kept behind the circulation desk while empty display cases are on the shelves. Patrons often try games through the library before purchasing them for their own collections.

Newberg Area Historical Society Dissolution

Korie reported that the Newberg Area Historical Society is dissolving and has approached the library about taking remaining funds as a grant and accepting some historical items for the local history collection. Korie suggested directing any funding toward the Newberg Graphics scanning project through the University of Oregon. She mentioned that a scheduled meeting with the Historical Society had been postponed.

NEXT MEETING/STEPS

The next meeting will be November 20, 2025, with the board meeting at 5:00 PM followed by interviews beginning at 6:00 PM. Korie noted that applications will close on November 2, with Rachel sending her the applications on November 3. She confirmed that Sharee Adkins would need to be re-interviewed as per the bylaws despite being an incumbent.

The meeting was adjourned at 7:01 PM.