



## **Bandon Library Board**

1204 11th St. SW, Bandon, OR 97411

Phone - 541-347-3221 ~ Fax 541-347-9363

Bandon Library Board Meeting

Thursday February 17, 2022 3:00pm, Bandon Library Sprague Room

### **AGENDA**

1. Attendance:

2. Minutes of previous meeting:

3. Action Items:

4. Reports:

Tracy Hodson – Art Gallery and BLFF update

Director's Report

Library Statistics January 2022

Financial reports December 2021

5. New Business:

6. Announcements:

7. Next Meeting Date:



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Bandon Library Board Minutes – 1/12/2022 at 1pm

1. Attendance: Randal Hill, Karen Thomas, Sheri Wright (via Zoom), Dan Chandler (City Manager), Christine Kingsbury (Secretary/Library Director). Called to order at 1:10pm
2. Minutes of previous meeting: Motion to approve minutes by Thomas and seconded by Hill. Unanimously approved.
3. Action Items: Chair of the library board appointment. Thomas moved to approve Sheri Wright as the new chair of the library board. Hill seconded. Unanimously approved.
4. Reports:  
Library Director's Report: (Christine Kingsbury – new library director as of 1/3/2022)
  - Kingsbury shared that as of 1/12/2022 the library had moved to curbside services only and suspended in-person browsing due to recent COVID -19 surges in the area. After two weeks, the closure will be reassessed in hopes that in-person browsing will resume. Several other libraries in the area have also paused in-person services due to this surge.
  - Kingsbury announced that the library had received a "Ready to Read" grant through the Oregon State Library in the amount of \$1000. These funds can be used to support early literacy and summer reading initiatives.
  - When the library is able to open to in-person services, Kingsbury stated that they hope to start more programming options. Passive programs such as a StoryWalk, craft drop in, grab-and-go craft kits, and play time drop in were discussed. The library Facebook page will be utilized to promote library programs and services.
  - A potential art project displaying art from artists in Bandon, Ireland was discussed. Staff is working on a new art policy for the library as well as moving forward on the implementation of a self-checkout system.
  - Library circulation reports, director's report, and budget reports were supplied.
5. Thomas discussed Navajo Kachina dolls that were previously donated to the library. These items had been removed from display. Thomas suggested redisplaying the dolls, and Hill suggested adding a proper description to the display. Kingsbury stated that she would look into the current status of the statues with the library art collection coordinator.
6. The next meeting will be on Thursday, February 17<sup>th</sup> at 3pm in the Sprague Room of the Bandon Library. Meeting adjourned at 1:50pm

James Collins - Randal Hill - Donna Smith - Karen Thomas – Sheri Wright



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**Director's Report February 4, 2022**

Good news! After temporarily suspending in-person browsing, we were able to re-open our browsing hours to five days a week. New library hours are Tuesday, Wednesday, and Thursday from 12pm-6pm, Friday 10am-4pm, and Saturday 10am-1pm. Many patrons have expressed excitement to be able to come back in and enjoy the library. We are still offering window service on Wednesdays from 11am-12pm for patrons that prefer this service. The Bandon Library Friends and Foundation continues to sponsor our books by mail program.

Staff continue the task of tagging all our materials for our new self-checkout station, which is now up and running. I would estimate we are approximately 1/3 of the way through the tagging process. Once completed, our self-checkout station will be a high-tech welcome addition!

The Bandon Library Friends and Foundation (BLFF) has agreed to purchase new furniture and shelving for our new young adult area in the library. Previously, our young adult materials were shelved with our adult materials. We have now created a separate corner for our teens to easily access items of interest and soon have a comfortable and welcoming seating area to enjoy. Thank you BLFF and the BLFF Lifetime Members Club for contributing the needed \$5000 to do this project.

Collaboration between the library, parks, and the museum has been initiated in the hopes of creating a permanent StoryWalk of approximately 15 stands in the city park. We are looking into possible funding sources to make this a reality. This project is near and dear to my heart and I am thrilled at the prospect of this collaboration. It would be an all age, multi-interest project for the entire community.

I have also begun the process of looking into what we would need to do to reinstate our onsite proctoring services through PSI. Information is being sent on what is required, policies and procedures, and training requirements for staff.

For Valentine's Day we created a craft table for our library families to make cards for local seniors at Pacific View Assisted Living and Memory Care. Over 30 cards were delivered on Valentine's Day!

The staff and I are excited about our current library projects and look forward to finding new ways to serve our patrons. Thank you for all you do for the library and our community!

*Christine Kingsbury*