



## **Bandon Library Board**

1204 11th St. SW, Bandon, OR 97411

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

Bandon Library Board Meeting

Wednesday, June 14th, 2023 2:00pm, Bandon Library Sprague Room

### **AGENDA**

1. Attendance:
2. Minutes of previous meeting:
3. Public Comment
4. Reports:
  - Director's Report
  - Library Statistics for April and May 2023
  - Financial reports May 2023
  - Karen Thomas – Citizen Involvement Committee update
5. Action Items: Policy review (Memorial Fund Policy, Bandon Library Mission and Vision, StoryWalk Policy - if there is time)
6. New Business: Allocation formula update
  - Karen Thomas – Art Gallery/Library artwork
7. Announcements:
8. Next Meeting Date:



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### **PUBLIC COMMENT POLICY**

1. Public Comment shall be for a period of 10 minutes and shall generally follow the opening of the meeting. The Board reserves the right to rearrange its agenda to accommodate scheduled presenters.
2. Any citizen wishing to speak before the Board shall identify themselves by name and address and shall speak for no longer than 2 minutes. No citizen may speak more than once without permission of the Chair. All citizens shall speak to the full Board through the Chair and shall not address individual members or administrators.
3. Individuals may address topics on the agenda, items specified for public comment, or items within the scope of responsibility of the Board. The Chair shall rule out of order any individual who fails to honor the guidelines or who addresses a matter inappropriate for public comment.
4. Any Board member may direct questions to the speaker through the Chair in order to clarify comments of the speaker



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**Bandon Library Board Minutes – 4/12/2023 at 2pm**

1. Attendance: Sheri Wright, Karen Thomas, James Collins, Horty Joyce, Randal Hill, and Christine Kingsbury (Secretary/Library Director). Meeting called to order at 1:55pm by Sheri Wright.
2. Minutes of previous meeting: Minutes were unanimously approved.
3. Reports:  
Library Director's Report: (Christine Kingsbury – new library director as of 1/3/2022)
  - The library continues to focus on programming, staff training, and collection management with the intent of creating a balanced collection of items that are circulating.
  - New programs include a ukulele play-and-sing-along with the Off Notes, story time monthly with South Slough, free monthly art classes for adults and teens, and Portland Guitar Duo special concert sponsored by the BLFF.
  - Ongoing programs include chess club, open board games, Shoreline Education Awareness monthly presentation, Apple Lab, weekly storytime, BLFF book club, Friday Freewriting, and Washed Ashore storytime and STEAM club.
  - Assistant Director Cody Barkdull received a scholarship to attend the Oregon Library Association annual conference in Bend, Oregon. Cody is currently in the process of obtaining her master's degree in library and information science from San Jose State University.
  - Public works has scheduled the StoryWalk to be installed in city park this month.
  - The Coos County Library Board is currently working on a new distribution formula for funding the libraries in our county. Current data shows that Bandon Library has been underfunded and would likely receive an increase when the new formula is implemented.
4. Thomas – Committee for Community Involvement report:
  - The city is working on new ground materials for the playground in city park that is affordable and sound.
  - The city put out a recent park survey and walking paths were high on participant's list.

James Collins - Randal Hill – Horty Joyce - Karen Thomas – Sheri Wright



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5. Action Items: Policy Review

Kingsbury provided a copy of the revised Internet Policy for review. Revisions were made. A motion to accept the revised Internet Policy was made by Thomas and seconded by Joyce. The revised Internet Policy was unanimously approved. Kingsbury provided a copy of the revised Mandatory Reporting Policy. Revisions were made and a motion to accept the policy was initiated by Collins and seconded by Joyce. The revised Mandatory Reporting Policy was unanimously approved. Kingsbury provided a copy of the revised Safe Child Policy. Revisions were made. A motion to accept the Safe Child Policy was initiated by Thomas and seconded by Hill. The revised Safe Child Policy was unanimously approved. Kingsbury provided a copy of the revised Materials Selection Policy. Revisions were made. A motion to approve the Materials Selection Policy was initiated by Joyce and seconded by Collins. The revised Materials Selection Policy was unanimously approved. Wright asked that the board look over the Memorial Fund Policy and Bandon Library Mission and Vision statement for review at the next meeting in June 2023.

6. The next Library Advisory Board meeting is scheduled for Wednesday, June 14, 2023 at 2pm in the Sprague Room of the Bandon Library. Meeting adjourned at 3:10 pm.