



Keizer Community Library Board of Directors Meeting Minutes February 10, 2022

Meeting held in the Keizer Arts Association Classroom

BOD members present: Bill Leach, Fatima Falcon, Elaine Goff, Betty Hart, BJ Toewe, John Goodyear, Erma Garrison, Kris Adams, Johanna Allen, Libby Seil, Erma Garrison, Chris Melquist. Absent: Paula Guiles, Lyndon Zaitz. Also present: Vicki Brammeier and Clara Lipetzky, co-managers; Barbara Miner, guest; Olga Gloria and Irma Dash, prospective Board members. Meeting started at 6:35 pm.

Approval of January 2022 Meeting Minutes: Approved with edit. **M/S/P**

Appointment of new Board members: Olga Gloria and Irma Dash were proposed as new Board Members by Libby Seil. Unanimous approval. **M/S/P**

Operations Update: Clara Lipetzky

- Membership increased to 826.
- Twice as many Spanish children's books checked out versus Spanish adult books.
- All corporate assets will be moved to the Shared Drive and cleaned up by Bill Leach, Vicki Brammeier, and Chris Melquist. With this in mind individual email addresses have been created for all Board members.
- Current wall display features lesser known Holocaust heroes. Black History month will also be celebrated.
- Young Adult and Juvenile graphic novels have been consolidated into one area.

Operations Update: Vicki Brammeier

- Tammy Rood has been interviewed as our new volunteer bookkeeper and comes highly recommended to our Board. A motion to accept her once a background check has been conducted was unanimously approved. Vicki will train with her weekly. **M/S/P**

Financial Update: John Goodyear

- Stated current financial position.
- No update on when we will receive the Marion County Development Grant.
- There is a search for a new volunteer grant writer. Email will be sent to patrons as well as using word of mouth contacts.
- Spirit Mountain has generously allowed us to submit our application for 3rd quarter grant award by April 25th, giving us time to find a new grant writer and finish our application.
- As a side note, John will be attending the National Library Association meeting in Portland in March.

Delta Kappa Gamma Grant Update: Elaine Goff

The paperwork for the first ½ of the grant has been submitted. The 2nd part of the grant will be paid once the final paperwork and receipts are submitted in May. Elaine is working on a list of proposed purchases.

Heritage Foundation Membership Perks: Vicki Brammeier

The Heritage Foundation has asked us to provide a perk for Foundation members. The consensus was that Vicki Brammeier is to present a plan at the March Board meeting.

Outreach Efforts: Bill Leach

- The West Keizer and SE Keizer Neighborhood Associations toured the library.
- There will be Board member attendance at City Planning and Council meetings. Betty Hart will find out the Long Range Planning and Budget Committee schedule.

Annual Report Workgroup Update: Johanna Allen said that she and Barbara Miner had been brainstorming via email. Clara Lipetzky has been helping with content. The goal is to create a single page, two sided report.

Book Sale Update: Libby Seil

Libby reported that she has kept the May and November reserved space at City Hall for this year and reserved May, August, and November dates for next year. She has trained new sorters and volunteers are moving the books for the sales from the Annex to the storage unit. She is still looking for someone who is willing to cut the boxes to the correct size.

Event Schedule: Chris Melquist

- Kris Adams has arranged a Meet the Author event in March with Keizer Resident Trudy Carlson.
- We will have a display table in the Willamette Valley Bank lobby for the month of April.
- We have confirmed that we will be the hosts at the April Community Dinner.
- We will be taking advantage of the 80 free 30 second commercials on 1430AM as a new member of the Chamber. Timing to be determined.
- There will be a separate library card sign up table at the book sales. (May and November)
- We are also working on an introductory rockhound presentation, photography classes, a joint effort regarding movie production with the Homegrown Theatre, and more Meet the Author events.
- The Keizer Art Association will be displaying a different artist each month starting in March.
- KCL Board meeting space has been confirmed in the KAA Classroom for the rest of 2022.

The meeting was adjourned at 7:50 p.m.