

**Library Advisory Board Minutes: December 10, 2024**For Multnomah County Library Advisory Board

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The Multnomah County Library Advisory Board (LAB) met virtually on Tuesday, December 10, 2024. The meeting began at 5:02 pm.

Board members present were: Cassie Duprey, Clare Wilkinson, David Jarvis, Domiè Newton, Ingrid Jacobson, Jade Chan, Joe Marquez, Kate Fleming, Kelsey Fong, Kristi Ketchum, London Sorcinelli, Madison Riethman, Megan Parrott, Nikia Kae Solbjor, and Tia-Theo Thompson. Taryn Sauer and Naomi Margolis were unavailable.

Staff members present were: Annie Lewis, library director; Dave Ratliff, interim deputy director; Jen Studebaker, community services director; Johnette Easter, HR manager; Jon Worona, director of innovation & technology; Katie Shifley, finance & facilities director; Kim Sutton, director of marketing & communications; Kirby McCurtis, location services director; and Maddelyn High, management analyst.

Jackie Starr, Friends of the Library Executive Director, and Donna Cohen, community member, were also in attendance.

**WELCOME & CHECK-IN**

A member of the public, Donna Cohen, joined the meeting to share a public comment about lack of services during the construction closure of St. Johns Library. Library Director Annie Lewis acknowledged Cohen's concerns, noting that the Library Advisory Board briefly talked about this at their November meeting, and that the library has been working with the St. Johns Neighborhood association. Lewis shared an update on partnerships and service planning and the status of efforts to offer some gap services during closure.

LAB members discussed, echoing encouragement for what's in development; as well as a request for broader communication about plans for St. Johns. Marketing & Communications Director, Kim Sutton, responded with some thoughts about communication options for sharing plans.

Lewis welcomed Friends of the Library Director Jackie Starr, celebrating that the [Rose City Reads used bookstore](#) just had its one year anniversary.

**UPDATES FROM LIBRARY LEADERSHIP**

Lewis shared recent systemwide updates and highlights from the Director's Report, including:

- The St. Johns groundbreaking on November 13, kicking off the last major [library capital bond program project](#); and a reminder that other bond projects updates are included in the Director's Report

- A reminder that [standardized library hours](#) across all public locations are now in effect.

## **BOARD BUSINESS**

Meeting minutes for the November 12, 2024 meeting were approved.

LAB liaison Maddelyn High reviewed a draft meeting proposal created with LAB leadership for January-June, including some in-person meetings as requested, and asked for feedback. High reminded that LAB members are welcome and encouraged to share meeting topic/discussion ideas with LAB leadership any time ahead of meetings for consideration.

High also reminded that LAB's Finance Committee is now in session, and non-Finance Committee members are welcome to attend committee meetings if interested.

## **LIBRARY STAFFING PLAN UPDATE**

Lewis reminded that library leadership has been engaged in staffing planning for new spaces and new offerings as a result of bond work; and that consultants were engaged to guide library leadership in this effort. Lewis thanked Clare Wilkinson for participating in the consultant sourcing event. Lewis shared that the library's leadership team is nearing the final phases of staffing plan development, and she shared a foundational framework for service priorities that is integral to this plan. Lewis reviewed the library's service statement and core services, including prioritization based on the concept of targeted universalism.

Service priorities:

1. Library spaces with accompanying collections, technology, and direct customer service
2. Information and Referral Services
3. A library website and public access catalog
4. Programs and activities that foster literacy development and interest; create awareness of library services or information resources; or that provide opportunities for creativity and learning. Programs and activities include both those coordinated by staff but presented by an external partner, and those offered directly by library staff

Meeting attendees discussed, including how service priorities connect to strategic planning (staffing and service priorities will be foundational for the next iteration of the strategic plan).

## **ACTION ITEMS + CLOSING**

LAB Co-Chairs Clare Wilkinson and Megan Parrott shared a plug for LAB leadership opportunities, extending an offer to meet with any interested LAB members.

The meeting adjourned at 6:21 pm.

Respectfully submitted by:

Maddelyn High, director's assistant | Multnomah County Library, Oregon