



PUBLIC LIBRARY BOARD

AGENDA



Tuesday, January 28, 2025
At 5:15 p.m.

This meeting includes in-person and virtual participation.
Conference Room, Albany Public Library,
2450 14th Avenue SE

Or join the meeting here: [Zoom](#)

1. Call to order

2. Roll call

3. Election of Chair

4. Business from the public:

Persons wanting to provide comments may:

1- *Email written comments to the elise.schuh@albanyoregon.gov, including your name, before **noon on the day of the meeting**.*

2- *To comment virtually during the meeting, register by emailing elise.schuh@albanyoregon.gov before **noon on the day of the meeting**, with your name. The chair will call upon those who have registered to speak.*

3- *Appear in person at the meeting and register to speak.*

5. Approval of December 10, 2024, minutes. [Pages 3-4]

6. Scheduled business

7. Business from the members

8. Staff updates

- Millie Wilson, Librarian I, Spanish Services
- Eric Ikenouye, Library Director

albanyoregon.gov



9. Next meeting date: Tuesday, February 25, 2025

10. Adjournment

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: elise.schuh@albanyoregon.gov or 541-917-7590.

Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the City website.



MINUTES

December 10, 2024

5:15 p.m.

Hybrid

Approved: **DRAFT**

Call to Order

Chair Steve Borst called the meeting to order at 5:15 p.m.

Roll Call

Members present: Steve Borst, Bob Brown, Jaci Eiquihua, Linda Hart, Scott Kniefel, Amy Roberts

Staff present: Eric Ikenouye, Library Director; Jon DeBruin, Library Assistant; Elise Schuh, Administrative Services Coordinator

Approval of October 22, 2024 Minutes:

5:16 p.m.

MOTION: Board Member Jaci Eiquihua moved to approve the minutes as written. Board Member Amy Roberts seconded it and it passed (6-0).

Staff update

5:17 p.m.

Library Assistant Jon DeBruin shared his library experiences and details of the various programs he manages.

On behalf of the Board, Borst thanked Jon for attending.

Library Director Eric Ikenouye shared several updates on the Library. The 2024 annual appeal generated approximately \$2,000 in donations during the first week. A new display nook near the circulation desk serves as the new central location for handouts and pamphlets. The Library also has a new phone option for Spanish Services, where patrons can leave a message on a dedicated shared line.

In response to a question from Borst about the Library of Things, Ikenouye shares that it is going well and gaining popularity.

Business from the commission

5:29 p.m.

In response to an inquiry from Brown about funding for a Facility Plan, Ikenouye stated that he has reached out to contacts for estimates, but more information about the upcoming budget will be available after the budget kick-off in January.

In response to several questions from Borst about space usage, Ikenouye states that the study rooms are quite popular, and adding Study Room 5 has helped with the need for additional space. The Library has also been flexible about finding other quiet spaces for patrons as needed. Study room reservations can be tracked, but their actual usage cannot be tracked.

The Library will look at broader space usage in a Facilities Plan.

Adjournment

Hearing no further business, Borst adjourned the meeting at 5:47 p.m.

Respectfully submitted,

Reviewed by,

Elise Schuh
Administrative Services Coordinator

Eric Ikenouye
Library Director

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cityclerk@cityofalbany.net*