



City of Longview



Minutes

Longview Public Library Board of Trustees

Monday, February 12, 2023

4:00pm

2nd Floor, City Hall

1. **CALL TO ORDER**

Board Chair Tina Smith called the meeting to order at 4:00pm. A Quorum was Present.

2. **PLEDGE OF ALLEGIANCE**

The flag salute was recited.

3. **ROLL CALL**

***Present:** Chair Tina Smith, Vice-Chair Dave Knoyle, Board Member Linda King, Board Member Paula Stepankowsky, Board Member Claire Pang, City Council Liaison Angie Wean, Library Director Jacob Cole, Library Administrative Assistant James Newkirk.*

***Absent:** n/a*

4. **APPROVAL OF AGENDA**

No Changes to the Agenda were made.

5. **APPROVAL OF January 08, 2024 MINUTES – Action Item**

***Action:** Paula Stepankowsky motioned to approve the minutes as presented; Dave Knoyle seconded.*

The minutes were approved unanimously as presented.

6. **APPROVAL OF CLAIMS – Action Item**

***Action:** Linda King motioned to approve the claims report; Dave Knoyle seconded.*

The Claims Report was approved unanimously.

7. **SURPLUS MATERIALS – Action Item**

***Action:** Claire Pang Motioned to approve the Surplus Materials Report; Paula Stepankowsky seconded.*

The Surplus Materials Report was approved unanimously.

8. **CONSTITUENT COMMENTS**

***Council Liaison Angie Wean** – offered her services as a City Council member and Liaison.*

9. **CHAIR AND BOARD REPORTS**

Tina – February 13th at 9am will be the inaugural meeting of the Library Centennial Committee, they will be meeting to discuss preparations for the Longview Library’s centennial celebrations in 2026. February 14th is Library Legislative Day. The WSL third Thursday Trustee Trainings are back; February’s meeting will introduce the new public library governance consultant, Jeanne Williams. Tina shared TDN and Columbia River Reader articles featuring the library and its programs. She also shared gratitude for having the Columbian newspaper available once again in the building.

Dave – The Foundation Finance Council will meet this week. The Foundation Board will meet on February 22nd. The Mobile Library will be the main topic of that board meeting. We’re nearing the goal of fundraising with around \$15,000 need to finish fundraising.

Linda – AARP Tax Aide services are going smoothly this year. Volunteers have already assisted 36 people in the opening two weeks. Adult Reading Club, Participants are enjoying themselves. Shared gratitude for the makeshift lighting in the parking lot.

Paula – The Readathon raised about \$900 despite the winter weather. Paula asked if we are continuing the Humanities Washington program this year. **Jacob** replied that we have scheduled two this year due to lack of attendance at these events last year, but we recently applied for a third speaker. We’re looking for different opportunities to engage in this medium, but we need to consider the costs and spreading events out so that Library programs are not competing with each other for attendance.

Claire – Claire expressed her happiness to be present and part of the board.

10. **DIRECTOR’S REPORT –**

Director’s Report –

Jacob Attended the Public Librarian’s Meeting in Burien, WA last week. Discussions included taxes and levies, laws surrounding libraries, writing position descriptions, and creating organizational structures. He spoke with the State Librarian Sara Jones about our desire to increase service area. They are going to look into legislative possibilities of helping.

January brought some unexpected issues. Snow and Ice caused an issue with our patrons experiencing homelessness. Jacob asked one individual to leave his wet and muddy possessions outside the building, and that for the day, if he needed a place to put them, he could leave them in the Solar Entry. This led to a game of telephone between that individual and the other patrons with many possessions. Several individuals started to leave behind, without permission, their possessions in the Solar Entry causing issues with staff and patrons and escalating the problem. Jacob and James spoke together about the difficulties behind people bringing in large amounts of possessions that could lead to disruptive situations in cleanliness or even infestations. We gave the individuals in question a deadline of one week to find another place to store their possessions. Those patrons honored our request and have since been good about policing themselves and keeping the code of conduct in reference to personal possessions in the building.

As a public entity we are required to be open to all members of the public. We have the ability to enforce a code of conduct, but we cannot deny access to the building and its resources just because someone’s housing situation. Our January weather and patron possession storage issues culminated in an incident where a man came into the library and

followed around homeless individuals, yelling at, and harassing them, telling them they should not be in Longview, and they should not exist. We had to inform this man that, because of his actions, he was no longer allowed to use the library for an extended period of time. Jacob is working to be compassionate and deliberate through a longer process of decision making, trying and find permanent solutions. People have asked us how we work to fix these types of issues. We work with the Behavioral Health Unit, we work with Kayce Settlemier and Community Development, and we actively seek sources for staff trainings and community partnerships. Jacob has also been working to get a social work intern from the University of Washington. This is an ongoing development where long-term solutions will create the best results.

Board Questions –

- **Question** – *At the Librarian Meeting, was homelessness a topic amongst your peers?*
 - **Answer** – *Most of the conversations were lamentations of the problem and the complexities all around the state. Talking to King County Libraries, they have locations they have to close for entire days, due to complex, police-involved situations. The Yakima Public Library has chosen to let a staff member go and then hired a security guard in their place. This has cost them the ability to offer the services and programs previously performed by that staff member.*

- **Question** – *How's the HVAC going?*
 - **Answer** – *The project started late, and then the company extended the amount of time they needed to block off the staff parking lot from three weeks to six weeks. James is currently trying to pin down an end date to see if they're on schedule or not.*

- **Question** – *There have been issues around Story-Walk in the past. How is that going now?*
 - **Answer** – *The Friends have become involved in the Story-Walk and have helped to pay for the replacement of plexiglass panels that have been defaced and they now purchase the books used for this program.*

- **Question** – *Following the January 11th council meeting, has the library had any new groups requesting use of the library?*
 - **Answer** – *Yes, we have had a few new building usage requests, but for the most part the majority of requests come from the organizations we are familiar with.*

11. OTHER BUSINESS –

No Other Business

12. NEXT REGULAR MEETING:

MONDAY, March 11, 2024 – 4:00 P.M.

13. Executive Session

No Executive Session

14. Adjournment

The meeting was adjourned by Chair Tina Smith at 5:11pm.