



Library Advisory Board Meeting Minutes
West Slope Community Library

April 2, 2024, 5:00-6:30 PM

In Attendance:

Kristen Thorp, Library Director

Hillary Ostlund, WCCLS Community Relations Manager

Julie Solomon, Chair

Joanne Treuhaft, member

Lois Hays, member

Dorothy Gerlach, Friends of the Library, President

Call to order – 5:12pm – Solomon

Consent agenda – Motion to approve and second. Motion approved.

Public comment – No public comment.

Budget Update – Thorp shared the budget timeline for the current Fiscal Year (FY) and key milestones in the process for developing budget for next FY. Budget is predicted to become public at the end of April in time for public meetings with Budget Committee. Adoption of the budget is scheduled for late June with implementation on July 1, 2024.

For FY 23-24, Thorp shared that using professional development funds to send everyone to Oregon Library Association's state conference at the end of April and that the collection's budget for the remainder of the FY has been spent.

For FY 24-25, Washington County has asked all departments to prepare a base budget and a 3% reduction scenario and a 5% reduction scenario. Regardless of which scenario is selected



for us, we will need to eliminate the Librarian II position and remove the public copier. Further updates will be shared at the Advisory Board's March meeting.

Board Appointment Update – Ostlund shared that the board had the option to officially sunset in June 2024 or continue to meet informally until June 2025 when the hopeful merger with GHCLA is completed. The board will discuss their decision and report back before the next meeting.

Garden Home/ West Slope Update – Solomon shared a debrief of the stakeholders meeting. Also shared that the Garden Home Community Library Association Board voted to explore the merger with West Slope. Solomon had also shared talking points created by WCCLS.

Ostlund had shared that Library Strategies was the consulting firm hired to help with our transition planning.

Friends of the Library Update – Gerlach shared three big events happening with the Friends this month: Tulip Sale, Bottle Drop Collection, and RHBA Recycle event.

Library Update – Thorp shared that an internal recruitment was done for a new volunteer coordinator. Candidates need to sign an offer letter before news can be shared. Working on an internal recruitment for Library Assistant position to fill a long-standing vacancy.

We are planning on a reduced Summer Reading but received 500 OMSI tickets as a donation for kids who complete the Summer Reading Program. The library's circulation for the month of March was 21,211. Girls Who Code wrapped up to huge success.

Meeting was adjourned at 6:40pm.