



Library Advisory Board  
West Slope Community Library  
August 17, 2021 5:00-6:30pm

## IN ATTENDANCE:

Lisa Tattersall, WCCLS Manager  
Kristen Thorp, Library Director  
Julie Solomon, Chair  
Lois Hays, Member  
Amelia Nason, Member

Joanne Treuhaft, Member  
Kristin Ingram, Member  
Terisa Brown, Youth Services  
Librarian

## Called to order: 5:07pm

**Meeting Minutes:** Treuhaft moved to approve May and June's meeting minutes. Seconded and approved.

**Agenda:** Solomon added WSCLAB Goals to agenda. Nason moved to approve agenda with changes. Seconded by Treuhaft. Approved.

**Public Comment:** No public comment

**Standard Operating Procedures:** Solomon proposed a subcommittee to draft the standard operating procedures. Ingram volunteered for subcommittee. Feedback was given to the subcommittee.

**Library Update:** Thorp shared that the library will focus this fiscal year on foundational projects such as drafting policies and procedures, hiring and training new staff, and collection maintenance.

- Policies and Procedures:
- Accessibility Policy
- Internet Use Policy
- Unattended & Vulnerable Children Policy
- Style Guide
- Merchandising Guide
- Privacy Policy
- Policy Review Policy
- Code of Conduct Policy



- Collection's Maintenance:
  - Equity, Diversity, and Inclusion Audit of the full collection starting with Fiction for all ages
  - Relabel and catalog almost all of the collections to be cohesive. Better access for patrons
- Other library goals:
  - Re-establish the volunteer program
  - Complete hiring and continue to train new library staff

**Bylaws:** Tattersall and Thorp will meet with County Counsel before presenting to the Board of Commissioners.

#### **New Business:**

- Voting for Vice Chair: Treuhaft volunteered to be Vice Chair, seconded, and approved. Congrats and thank you Joanne!
- November meeting change: Now November 30, 5:00-6:30pm
- Board Goals discussion tabled until next meeting

**Meeting adjourned: 6:20pm**