

**CITY OF MAPLE VALLEY, WASHINGTON
LIBRARY ADVISORY BOARD
FEBRUARY 6, 2014
MAPLE VALLEY LIBRARY
21844 SE 248TH STREET**

1. **CALL TO ORDER** The meeting was called to order at 7:00 p.m. by Chair Bennett
2. **ROLL CALL** Board Members Chair Melody Bennett, Viki Kychakoff, David Nova, Donna Pirog, Annalise Parnello (youth-at large), Robin Kwong (alternate), and Charles Benedict were present.

City Clerk Shaunna Lee-Rice and Library Cluster Manager Cecie Streitman were also present.

3. **APPROVAL OF THE AGENDA**

MOTION to approve the agenda was made by Board Member Benedict and seconded by Board Member Pirog. Motion carried 5 – 0.

4. **APPROVAL OF THE MINUTES**

- **August 1, 2013**

MOTION to approve the August 1, 2013 Minutes was made by Board Member Benedict and seconded by Board Member Kychakoff. Motion carried, 5 – 0.

5. **REPORTS**

- **Guest speaker-Jennifer Wiseman**

Ms. Wiseman presented the “Community Discovery, How does the library fit in the broader community?” This was a presentation at the Library Advisory Board forums in November 2013. The goal of this presentation is to bring into context the Board’s role in the Library’s role in the community. She identified the PEST (Political, Economic, Socio-cultural, Technological) Factors as a tool for the Board to make decisions about their goals as a Board and the external factors that could affect the Library and the community. Ms. Wiseman worked through the PEST analysis with the Board.

Board President Bennett discussed her activities at the Library Advisory Board forums. Ms. Wiseman suggested that the Board use the worksheets to assist with the setting of the 2014 goals. Ms. Wiseman also suggested that the Board review the Community Connect program that measures the community as a whole and breaks down the population based upon census data.

6. **CONTINUED BUSINESS:**

- **Continued discussion of 2014 Goals**
 - 1) Teen outreach

Board President Bennett asked Board Members to come to the April meeting prepared to discuss the 2014 goals using the worksheets given out by Ms. Wiseman. These forms will also be included in the April 3, 2014 agenda packet. Ms. Wiseman asked the Board to remember to make goals achievable and actionable.

- **Discussion of 2013 year-end report to Council**

Board Member Benedict met with Christina and Mark Pursley of the Maple Valley Community Center, resume writing, college and job applications were identified as areas of possible support. The new teen librarian will continue to work with them to expand those efforts. There is a need for disenfranchised autistic patrons support, however no resolutions were offered.

Cluster Manager Streitman will work with Board President Bennett to compile the report to Council. City Clerk Shaunna Lee-Rice will facilitate the presentation to Council.

Board Member Benedict is working with the Lake Wilderness Arboretum to place a “Little Free Library” within the Arboretum and he is helping facilitate this.

7. NEW BUSINESS:

- **Rules of Procedure-Meeting attendance**

City Clerk Shaunna Lee-Rice addressed this item advising of the scheduling as well as checking email through their city email as well as signing up for e-Notification as a reminder.

8. ANNOUNCEMENT OF NEXT MEETING

- **April 3, 2014**

9. ADJOURNMENT

The meeting was adjourned at 8:21 p.m.

MOTION to adjourn was made by Board Member Kychakoff and seconded by Board Member Benedict.

Shaunna Lee-Rice
City Clerk