



Harrisburg Library Board Minutes
November 8, 2018

The Harrisburg Library Board met on this date at the Harrisburg Public Library, located at 354 Smith Street, at the hour of 6:30 pm. Presiding was Chair Cassandra Barney. Also present were as follows:

- Violet Stone, Vice Chair
- Jayne Detering
- Cheryl Spangler, Librarian
- Brian Latta, City Administrator

Absent this evening was Board Member Jeff Winchester. There is currently one vacancy on the Library Board.

Called to order by Chair Barney at 6:37 pm.

Matter of Approving the Minutes

- Cassandra Barney **motioned to approve the minutes of the October 11, 2018 meeting.** Violet Stone **seconded.** **The motion passed unanimously.**

Matter of Discussing the City's Code of Conduct Policy for the Public while in City Buildings

- The Library Board discussed the minimum age of unattended children. The proposed policy states six years of age. The Library Board felt that 10 was a more appropriate age. They referred to Oregon Child Neglect in the Second Degree law (ORS163.545), which refers to children under the age of 10 being left unattended in or at any place for such period of times as may be likely to endanger the health or welfare of such child.
- Cassandra Barney **motioned to amend the policy to not allow children under the age of 10 to be left unattended, and the age of a person responsible shall be 12 years old.** Jayne Detering **seconded.** **The motion passed unanimously.**
- Cassandra Barney **motioned to recommend the City Council adopt the Public Facilities Code of Conduct Policy, as amended.** Jayne Detering **seconded.** **The motion passed unanimously.**

Matter of Discussing the Appointment of Heather Long to Serve as Member of the Library Board

- Cassandra Barney noted the Board initially received two applications for persons wanting to serve on the Library Board. However, one of the applicants decided to withdraw their application this afternoon.
- Cassandra Barney **motioned to recommend the Mayor and City Council appoint Heather Long to serve on the Library Board with a term ending June 30, 2020.** Jayne Detering **seconded.** **The motion passed unanimously.**

Matter of Considering Library Policy, Discuss and Review Assignments

- The Library Board Members discussed their assignments. There were no changes from the sections previously assigned. Cassandra Barney will review pages 26 through the end, and recommended the other Board members review the entire policy for any last amendments.

Others

- The City hired two new Library on-call employees.
- Brian Latta spoke briefly about the upcoming construction project at the Justice Center/Library.

With no further others to discuss, the Library Board adjourned at the hour of 7:13pm.