

# ST. HELENS PUBLIC LIBRARY BOARD MEETING

Monday, February 10, 2025, at 7:15 PM  
Virtually over Zoom

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## DRAFT MINUTES

### Members Present

Chair Aaron Martin  
Vice Chair Fatima Salas  
Member Robert Dunn  
Member Jay Echternach  
Member Ellen Jacobson  
Member Jana Mann  
Member Lynne Pettit  
Member Diana Wiener

### Members Absent

### Council Liaison in Attendance

N/A

### Visitors

None

### Staff Present

Library Director Suzanne Bishop  
Library Board Secretary Dan Dieter

## CALL TO ORDER

Meeting was called to order at 7:17 pm by Chair Martin.

**VISITOR COMMENTS** *Limited to three (3) minutes per speaker.*

No visitor comments.

## APPROVAL OF MINUTES

1. Minutes from the regular board meeting, January 13, 2025, were reviewed.

Motion: Upon Member Echternach's motion and Member Dunn's second, the Library Board unanimously approved the minutes dated January 13, 2025. [Yeas: Chair Martin, Vice Chair Salas, Member Dunn, Member Echternach, Member Jacobson, Member Mann, Member Pettit, Member Wiener; Nays: none]

2. Minutes from the special board meeting, February 1, 2025, were reviewed.

Motion: Upon Chair Martin's motion and Member Pettit's second, the Library Board unanimously approved the minutes dated February 1, 2025. [Yeas: Chair Martin, Vice Chair Salas, Member Dunn, Member Echternach, Member Jacobson, Member Mann, Member Pettit, Member Wiener; Nays: none]

**OLD BUSINESS**

3. STRATEGIC PLAN SUBCOMMITTEE REPORT: Chair Martin suggested looking at the strategic plan on two levels, one for the transformational plan goal which would need a subcommittee, and one for the less complicated goals that could be reported individually at each board meeting. The board discussed asking library staff about things that are currently being done to aid in reporting on the less complicated goals. This process would start with a report on the maker community for the March board meeting. The group discussed creating a subcommittee to break down the transformational goal and report back at the April board meeting.

Motion: Upon Chair Martin's motion and Member Echternach's second, the Library Board will create a subcommittee to explore the transformational goal of the strategic plan and report back to the board at regular intervals. [Yeas: Chair Martin, Vice Chair Salas, Member Dunn, Member Echternach, Member Jacobson, Member Mann, Member Pettit, Member Wiener; Nays: none]

Chair Martin asked for volunteers to join him on the subcommittee and Member Mann and Member Jacobson stated that they would join.

4. MAKERSPACE FUNDRAISING SUBCOMMITTEE REPORT: Member Echternach stated that the intention of the subcommittee, which includes former board member Coleen Ohler, is to look at what is needed, i.e., new flooring, tables, cabinets, chairs, etc., and set a fundraising goal. One possibility is to look at naming rights, to see if the City would allow it. Other options include putting together a list of people who could donate \$500 to \$1,000, with the given fundraising goal we might get there quickly. Member Echternach stated that he will also look for companies that have technology grants or those with matching grant programs to get some of the funding. Library Director Bishop stated that some of the materials, viz., the new double bowl sink and longer counter, will be installed by City workers to help offset the costs. The group discussed the State Library of Oregon grant process and what type of funding is available. Those funds have been applied for in the past, but we have not been fortunate enough to receive any for the Makerspace.

**NEW BUSINESS**

No new business.

**LIBRARY DIRECTOR'S REPORT**

Director Bishop welcomed Mayor Massy and hopes that she will be able to come to the meetings once she gets settled in. Mayor Massey visited the library for a tour a few weeks ago. There are plans to restart part of the Cascades plant, and that should replace some lost revenue for the City. Unfortunately, Colleen Ohler had to resign from the board. We are very sorry that she's left. City Recorder Kathy Payne will be posting an announcement encouraging applications for board positions by the end of the week. The Makerspace is very busy. Given demand and staff availability, Tuesday appointments have been eliminated and Thursday hours extended for efficiency. One of our Makerspace volunteers has donated a new 3D printer. He and another volunteer have been very generous with their time. We have received eight new laptops, courtesy of Public Works. The Columbia Learning Center board is still moving materials out of the expanded Makerspace. They will leave two old metal cabinets that we will move into the front office area for storing local history materials. We have a growing number of teens in the teen area, so our designated time is working well. Storytime is continuing to grow. We had 24 participants at the baby lap sit recently. I mentioned the grant process

through the State Library, and we have submitted a grant for a new program that funds teen interns. The Summer Library Challenge this year is "Level Up at Your Library." We will have escape rooms this year as well as regular programming. Some of the statistics from the 2024 annual report include 65,737 visits to the building, 21 percent of our population is registered with a library card, and we had 101 users in the Makerspace between October and December last year and 111 from January through mid-February. The seed library will be starting soon, and the Master Gardeners have asked to consider partnering with them to create some specialized gardens in the courtyard. We are no longer getting Covid-19 tests to hand out, but we do have a supply of NARCAN that is available. Staff are continuing to pursue training. We have 27 volunteers who logged 954 hours last year. That's a value to the City of about \$31,000. The Friends of the St Helens Public Library has donated the funds for the new Glowforge, the continue to support the Summer Library Challenge, the Book Club as well as the Genealogy Conference, which is coming up in September. We have a long list of community partners, including Columbia County Mental Health, Community Action Team, the Amani Center as well as the Youth Era program. We will be closed next Monday for President's Day, and I will be gone for the last week of March.

### **COUNCIL LIAISON REPORT**

No Council Liaison report.

### **OTHER BUSINESS**

No other business.

### **SUMMARIZE ACTION ITEMS**

Chair Martin described the action items: The Strategic Plan Subcommittee will meet about the transformation plan, and staff will be asked to gather information about how to engage the maker community for a March board meeting report.

### **ADJOURNMENT**

Chair Martin adjourned the meeting at 8:12 p.m.

Respectfully submitted by,  
Dan Dieter  
Library Board Secretary