

City of St. Helens
Library Board
ACTION Minutes from Monday, June 12, 2023
St. Helens Public Library via ZOOM

Members Present

Rob Dunn, Chair
Melisa Gaelrun-Maggi
Ellen Jacobson
Jana Mann, Vice Chair
Aaron Martin
Lynne Pettit
Fatima Salas
Jessica Sturdivant

Members Absent

Diana Wiener

Guests

Councilors in Attendance

Patrick Birkle

Staff Present

Suzanne Bishop, Library Director
Dan Dieter, Library Board Secretary



CALL MEETING TO ORDER: The meeting was called to order at 7:16 pm by Chair Dunn.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: N/A

PREVIOUS MEETING MINUTES: Minutes from May 8, 2023, were reviewed and approved.

OLD BUSINESS: STRATEGIC PLAN UPDATE: Director Bishop introduced the 2023 – 2028 draft strategic plan for the library, which includes the Columbia Center. There are some items that are aspirational. Director Bishop described structure of the plan and the reasoning behind it. Member Sturdivant described Goal 1: engage the community in lifelong learning. Goal 1 has five initiatives: 1 – amplify information literacy for all ages; 2 – different ways of learning, engaging with ideas and information; 3 – enhance K-12

learning; 4 – engage the maker community; 5 – provide information, resources and (where appropriate) training to address a variety of community needs. Member Jacobson described Goal 2: develop the library as the community's "living room". Goal 2 has three initiatives: 1 – transformation plan; 2 – facilities plan; 3 – land acknowledgement. Member Martin described Goal 3: enhance access to library services. Goal 3 has six initiatives: 1 – develop volunteer base; 2 – reach out to known and potential users of library services; 3 – reevaluate newsletter and communications for efficacy; 4 – evaluate feasibility of courier service; 5 – evaluate feasibility of a bookmobile; 6 – explore options to provide services to out-of-city residents. The group discussed the draft plan and reviewed the guide for implementation. Director Bishop stated that the plan will be finished prior to our next board meeting at which time the board can vote to approve it. It will then be included in the City Council agenda for their July 19 meeting for final approval. Chair Dunn reported that he presented the annual Library Board report to the City Council on May 17. Feedback for the report was good and suggestions were made to look for fundraising opportunities. The group discussed fundraising and Member Gaelrun-Maggi stated that she would discuss fundraising opportunities with the Friends of the St Helens Public Library. Councilor Birkle commented that there are many discussions about funding and the budget right now in the City Council and in the community.

NEW BUSINESS: Chair Dunn made a motion to reappoint Member Jacobson for another term, all were in favor and the vote was unanimous. Member Martin volunteered to become the next Vice Chair, all were in favor and the vote was unanimous.

LIBRARY DIRECTOR'S REPORT: Director Bishop welcomed new board member Fatima Salas. She extended thanks to Chair Dunn for presenting the annual Library Board report. She also wanted to let the board know that we are shifting to "action" minutes, an abbreviated form for reporting meeting minutes now used by the City Council and commissions. The Code of Conduct was approved by the City Council and now includes a separate policy which creates a Council subcommittee to review any termination based on noncompliance with the new code. The library will be closed on Tuesday, July 4, but will be open for regular hours on Monday, July 3. One of the newly installed egress windows was broken by flying debris from the lawnmower. Fire extinguisher training will be held later this year and NARCAN training will be held in a few months. The City has designated the St Helens Senior Center as an official warming/cooling center. Information about when the center will be activated will come from City Communications Officer Crystal King. The City will continue to include the regular Library hours in communication about extreme weather events and will consider adding hours and/or days to the Library open hours if needed. Substantial state funding for summer programs was cut, and thus City summer programs will be unfunded this year. Consequently, the City's Rec Department will host Party in the Park this summer. The library will share a booth with the Friends at this year's Citizens Day in the Park to be held June 24. The Summer Library Challenge for both children and adults will begin on June 19. Participants can sign up through the Beanstack website. Changes in the library budget for next year were discussed.

CITY COUNCILOR'S REPORT: Councilor Birkle stated that he was excited about the strategic plan and thanked everyone for their good work.

DISCUSSION ITEMS: N/A

SUMMARIZE ACTION ITEMS: Director Bishop will send out a link for a strategic plan google doc that board members can access for final review prior to the next meeting.

NEXT MEETING: The next regularly scheduled meeting will be Monday, July 10, 2023, at 7:15 pm via Zoom.

ADJOURNMENT: Chair Dunn adjourned the meeting at 8:15 pm.

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Respectfully submitted by:

Library Board Secretary, Dan Dieter

2022-2023 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Davis	Dunn	Gaelrun-Maggi	Jacobson	Mann	Martin	Pettit	Salas	Sturdivant	Wiener
07-11-2022	P	P	P	-	P	-	-	-	E	E
08-08-2022	P	E	P	-	P	P	P	-	P	P
09-12-2022	P	P	P	-	P	P	P	-	P	U
10-10-2022	P	P	P	P	P	P	P	-	E	U
11-14-2022	P	E	P	P	P	P	P	-	P	U
12-12-2022	P	P	P	P	P	P	P	-	P	U
01-09-2023	-	P	P	P	E	P	P	-	P	U
02-13-2023	-	P	P	E	P	E	P	-	P	P
03-13-2023	Cancelled									
04-03-2023	-	P	P	P	P	P	E	-	P	U
04-10-2023	-	P	P	P	P	E	E	-	P	U
05-08-2023	-	E	P	P	P	P	P	-	P	U
06-12-2023	-	P	P	P	P	P	P	P	P	U