

ST. HELENS PUBLIC LIBRARY BOARD MEETING

Monday, June 10, 2024 at 7:15 PM

Virtually over Zoom

DRAFT MINUTES

Members Present

Chair Jana Mann
Member Robert Dunn
Member Ellen Jacobson
Member Colleen Ohler
Member Lynne Pettit
Member Jessica Sturdivant

Members Absent

Vice Chair Aaron Martin
Member Fatima Salas
Member Diana Wiener

Councilors in Attendance

Russell Hubbard

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 Mann.

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

No visitors.

APPROVAL OF MINUTES

1. Minutes from April 12, 2024, were reviewed.

Motion: Upon Member Jacobson's motion and Member Sturdivant's second, the Library Board unanimously approved the minutes dated April 12, 2024. [Yeas: Chair Mann, Vice, Member Dunn, Member Jacobson, Member Ohler, Member Pettit, Member Sturdivant; Nays: none]

OLD BUSINESS

2. LIBRARY BOARD PRESENTATION TO CITY COUNCIL: Director Bishop stated that the report was given by Member Wiener and City Council seemed pleased. The 10-minute presentation contained many of the elements of the semiannual report and the budget committee report as well as updated facts and statistics.

3. BOARD CANDIDATES: Director Bishop stated that we have one active candidate, Mr. Echternach, and we haven't had any other applications since the notice was published on May 18. The board still has an established sub-committee for interviewing candidates, members Martin and Dunn, who agreed to conduct the interview of Mr. Echternach, should he be interested.

4. FAREWELL TO JESSICA: Director Bishop stated that Member Sturdivant's contributions to the many projects were greatly appreciated. The strategic plan would not be what it is without her input. The board members thanked Member Sturdivant for her dedication and hard work. Director Bishop stated

that the City Council traditionally takes time at one of their sessions to recognize departing board members, so Member Sturdivant will be contacted by the City for scheduling. Member Sturdivant stated that she would like there to be a free library of some kind on the front porch of the library building.

NEW BUSINESS

5. BOARD VICE CHAIR ELECTION: Member Jacobson mentioned that Member Salas might be a good candidate as she showed thoughtful leadership working on the mission statement. The group discussed having Vice Chair Martin reach out to Member Salas to see if she's interested in serving as the new Vice Chair.

LIBRARY DIRECTOR'S REPORT

Director Bishop stated that the City has received 58 applications for the Youth Librarian and Makerspace Librarian position. About 22 of the applicants have experience in both these areas. The interview process will hopefully start on June 24. The small business and entrepreneur's corner ribbon cutting was on May 16. It was well attended, and we have had more interest in what we can do to support the local small business community since then. The bylaws have not been updated since 2001. Board Secretary Dieter stated that for the past several years, there have been attempts to update the bylaws, but that would require an update to the Municipal Code first. The Municipal Code was updated last year, so now we are ready to update the Bylaws. Secretary Dieter will put together a report for board members that will highlight how similar libraries are structured and how we might proceed with an update to the bylaws. The City Council adopted the budget for the next fiscal year, which included no changes for the library budget. Thank you to the City Council. The solar panel microgrid performance agreement proposal was submitted to the Oregon Department of Energy. They have accepted it, and we should hear more information about the design and build in September. The library, as part of the extreme weather county task force, led by City Communications Officer Crystal King, was asked to participate in a recent meeting that included local agencies like Columbia County Mental Health (CCMH) and Community Action Team (CAT). Columbia County Emergency Management Director Corey Padron was there, as were other community organizations. Last year the Senior Center was the designated cooling center, but this year that is still a question mark, which means the library may have to fill that role if necessary and that might mean extended hours for staff. King will keep everyone informed through the usual media channels. Thanks to Columbia County Emergency management Director Padron, we are also now registered in the 211 system. This system allows anyone who is trying to get emergency information to find a resource, such as a cooling center, by dialing 211. The Summer Library Challenge starts on Monday June 17. All the events are on the on-line calendar and Beanstack, the website we use to track everything, is updated and ready to go. There are lots of prizes available for every age group. We are still looking for volunteers to assist with our summer programs. Bishop also thanked Member Sturdivant for all the help with brainstorming, answering questions and all of the amazing contributions during her term. She also thanked Chair Mann for her year of leadership. Lastly, the library will be closed July 4, but open the rest of the week.

COUNCILOR'S REPORT

Councilor Hubbard stated that the Council is working on an Request For Proposal (RFP) for a new event coordinator. The agreement for the people starting up the mill again is moving forward, so that is very encouraging. This will put people back to work. And just like you need volunteers, the Citizen's Day in the Park still needs volunteers, and I would like to thank those people who have come forward from the library to volunteer for that.

OTHER BUSINESS

Chair Mann stated that the Dolly Pardon Imagination Library is now statewide. So thank you to public libraries for supporting that program as there was a lot of lifting to get it underway. The next regularly scheduled meeting will be Monday, July 8, 2024, at 7:15 p.m. via Zoom.

SUMMARIZE ACTION ITEMS

Director Bishop stated that Jessica can coordinate with the City Council about attending a session to receive an award. Secretary Dieter will get some information together about the bylaws. Director Bishop will send out the list of volunteer activities for the summer and let Vice Chair Martin know about connecting with Member Salas about taking the Vice Chair role next year.

ADJOURNMENT

Chair Mann adjourned the meeting at 7:52 p.m.

Respectfully submitted by,
Dan Dieter
Library Board Secretary