

City of St. Helens  
***Library Board***  
**Minutes from Monday, July 11, 2022**  
St. Helens Public Library via ZOOM

**Members Present**

Dan Davis, Past Chair  
Rob Dunn, Chair  
Melisa Gaelrun-Maggi  
Jana Mann

**Members Absent**

Jessica Sturdivant  
Diana Wiener

**Councilors in Attendance**

N/A

**Guests**

Lynne Pettit

**Staff Present**

Suzanne Bishop, Library Director  
Brenda Herren-Kenaga, Reference Librarian  
Dan Dieter, Library Board Secretary



**CALL MEETING TO ORDER:** The meeting was called to order at 7:19 pm by Chair Dunn.

**INVITATION TO CITIZENS FOR PUBLIC COMMENT:** No comments.

**PREVIOUS MEETING MINUTES:** Minutes were reviewed and approved.

**LIBRARY DIRECTOR'S REPORT:** Director Bishop wanted to thank Reference Librarian Herren-Kenaga for her work as the Interim Director. She stated that the Library staff has been wonderful, and has shown much goodwill and integrity. Reference Librarian Herren-Kenaga stated that she has updated the Library's website with the current Summer Library Challenge (SLC) information. Director Bishop stated that there are currently 308 registered participants, 250 between the ages of 0 to 18 and 58 adults. So far there have been 63,168 reading minutes logged. Participants based on school attended ranges from 13 from the Middle School, 30 from Lewis and Clark Elementary and 32 that are homeschooled. Director Bishop stated that the Columbia Pacific Economic Development District (Col-Pac) is working with Makerspace Tech Hansen to develop an Innovation Hub. This Hub would allow the County to work with individuals who are interested in starting

a business. We are in stage 1 currently, and Makerspace Tech Hansen is currently working on an Innovation Hub logo. The Makerspace will be at the center of the Hub. Director Bishop stated that the job description for the Youth Librarian position has been updated and is currently scheduled to be reviewed by the City, the Local Union, etc., and will be on the agenda for approval by City Council in mid-August. Director Bishop wanted to thank all those who spoke to the City Council on behalf of the Library to encourage the City to keep the Youth Librarian position. Director Bishop stated that Ancestry.com access for the Library would not have been renewed without a donation by a generous patron to help cover the cost. Director Bishop stated that the visitor count for the fiscal year ending June 30, 2022 was 28,569, which would indicate a trend to return to pre-pandemic visit numbers. Number of visits for the year ending 2021 was 11,906, and the number of visits for the year ending June 30, 2020 was 31,306. Director Bishop stated that she will give a report to the City Council on August 8 and will likely contact board members for any feedback for possible inclusion in the report. **BOARD MEMBER INTERVIEW COMMITTEE REPORT:** Chair Dunn stated that he and Past Chair Davis met with the two candidates who had submitted applications for board membership. They both agreed that both candidates should be recommended to City Council for approval. The group discussed the process for getting an applicant through the approval process, and which position they would fill, based on the term expiration date. Director Bishop stated that she would contact City Recorder Kathy Payne to confirm the process. **BOARD MEMBER RECRUITMENT:** Member Mann and Chair Dunn both stated that they had asked people they knew to apply. There is one remaining vacant position. **VICE CHAIR SELECTION:** Chair Dunn stated that since there were two members missing from the meeting, it would be advisable to postpone selection of a Vice Chair until the next meeting.

**CITY COUNCILOR'S REPORT:** N/A

**BOARD MEMBER CONCERNS / COMMENTS / QUESTIONS:** Board Secretary Dieter stated that he will be contacting City Recorder Kathy Payne about the possibility of creating a recurring Zoom link for board meetings. This would allow easier scheduling for board members. He will give a report back when more information is available. Member Davis asked about the status of the Strategic Plan. Director Bishop stated that she will contact Governmental Affairs Specialist Rachael Barry about how to continue the process. Member Mann stated that the National Novel Writers Month (NaNoWriMo) organization has updated their safety measures for the pandemic and will allow groups to meet in person this Fall, which will include the use of masks and hand sanitizer. Guest Pettit stated that Aaron Martin is a great candidate.

**SUMMARIZE ACTION ITEMS:** Vice Chair Dunn noted that the items needing action for the next meeting include recurring Zoom meeting links, strategic planning updates, and Vice Chair selection.

**NEXT MEETING:** The next regularly scheduled meeting will be Monday, August 8, 2022 at 7:15 p.m. via Zoom.

**ADJOURNMENT:** Vice Chair Dunn adjourned the meeting at 7:50 pm.

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Respectfully submitted by:

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Library Board Secretary, Dan Dieter

**2021-2022 Library Board Attendance Record**

*P=Present E=Excused Absence U=Unexcused Absence*

Date	Davis	Dunn	Gaelrun-Maggi	Mann	VACANT	VACANT	Sturdivant	Wiener	VACANT
07-11-2022	P	P	P	P	-	-	E	E	-
08-08-2022									
09-12-2022									
10-10-2022									
11-14-2022									
12-12-2022									
01-09-2023									
02-13-2023									
03-13-2023									
04-10-2023									
05-08-2023									
06-12-2023									