

City of St. Helens
Library Board
Minutes from Monday, March 8, 2021
St. Helens Public Library via ZOOM

Members Present

Becky Bean
Dan Davis
Melisa Gaelrun-Maggi, Chair
Amanda Heynemann, Past Chair
Margie Stanko, Vice Chair

Members Absent

Lisa Beardslee

Guests

Councilors in Attendance

Stephen Topaz

Staff Present

Margaret Jeffries, Library Director
Dan Dieter, Library Board Secretary



CALL MEETING TO ORDER: The meeting was called to order at 7:18 pm by Chair Gaelrun-Maggi.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: N/A

PREVIOUS MEETING MINUTES: Minutes were reviewed and approved.

LIBRARY BOARD VACANCY: Director Jeffries stated that two applications were received for the vacant board position. The board has a total of nine positions available and we are currently at six. The group discussed the interview process. The interview panel is composed of Member Stanko and Chair Gaelrun-Maggi and they agreed that the interviews will be held using Zoom. Even though only one position was advertised, there wouldn't be a problem recommending two. Interviews will be held prior to the next board meeting.

RECAP OF DISCUSSIONS AT FEBRUARY MEETING: Director Jeffries stated that several changes in the Municipal Code were talked about at the last board meeting. These changes reflect current library practices. Director Jeffries described the progress of the new Makerspace. There are tables and chairs and a number of new pieces of

equipment have been set up. After discussions with staff, it was agreed that the renewal period for residential cards should be increased from a one-year period to a two-year period. Library policies will be modified to reflect this change.

REVIEW FY21-22 BUDGET PROPOSAL: Director Jeffries stated that the budget proposal shows almost flat, with exceptions for some items related to building maintenance and personnel. There are likely increased costs for janitorial services and some maintenance issues due to the age of the building. There are some increases in insurance costs and PERS allocations on the personnel side. There were some positions budgeted for in the current year that were not filled. One of the positions was a Part Time Library Assistant that will likely get posted after the Job Description is updated.

LIBRARY DIRECTOR'S REPORT: Director Jeffries stated that there have been several recent inquiries about when the building will reopen. Columbia County is still at high risk and gathering spaces like the conference rooms are not yet available. Schools are open today for the younger students. Some variants are still out there and with Spring Break we could see another surge. We will maintain curbside services and computer appointments are getting closer to being available. Member Bean stated that the Library should offer classes for sessions on how to sign up for Covid-19 shots. Using the public computers for such a purpose would be a valuable service.

CITY COUNCILOR'S REPORT: Councilor Topaz stated that the Council is getting ready for the budget process. Recent news about books by Dr. Seuss being pulled is disappointing. It is good to see that schools are opening and every week a new group becomes eligible for the Covid-19 vaccine.

BOARD MEMBER CONCERNS / COMMENTS / QUESTIONS: N/A

SUMMARIZE ACTION ITEMS: Chair Gaelrun-Maggi stated that she and Member Stanko will schedule interviews. Chair Gaelrun-Maggi also stated that she will email Director Jeffries about ideas for this year's report to City Council.

NEXT MEETING: The next regularly scheduled meeting will be Monday, April 12, 2021 at 7:15 p.m. via Zoom.

ADJOURNMENT: Chari Gaelrun-Maggi adjourned the meeting at 7:58 pm.

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Respectfully submitted by:

Library Board Secretary, Dan Dieter

2020-2021 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Bean	Beardslee	Birkle	Davis	Gaelrun-Maggi	Heynemann	Stanko	VACANT	VACANT
07-10-2020	Meeting Cancelled								
08-10-2020	P	P	P	E	P	P	E		
09-14-2020	P	E	E	P	P	P	E		
10-12-2020	P	P	P	P	P	E	P		
11-9-2020	P	E	P	P	P	P	P		
12-14-2020	P	P	P	P	E	P	E		
01-11-2021	Meeting Cancelled								
02-24-2021	E	E	-	P	P	P	P		
03-08-2021	P	E	-	P	P	P	P		
04-12-2021									
05-10-2021									
06-14-2021									