

City of St. Helens
Library Board
Minutes from Monday, August 10, 2020
St. Helens Public Library via ZOOM

Members Present

Becky Bean
Lisa Beardslee
Patrick Birkle
Melisa Gaelrun-Maggi, Vice Chair
Amanda Heynemann, Chair

Members Absent

Dan Davis
Margie Stanko

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 7:17pm by Chair Heynemann.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: N/A

PREVIOUS MEETING MINUTES: Minutes were reviewed and approved.

VOTE FOR NEW CHAIR AND VICE-CHAIR: The group discussed the options and a motion was made to elect Member Melisa Gaelrun-Maggi as the new Chair. The motion was seconded and Member Gaelrun-Maggi will assume the role of Board Chair. The group discussed electing Member Stanko as Vice-Chair, but no motion was made due to her absence.

LIBRARY DIRECTOR'S REPORT: COVID Measures and Precautions: Director Jeffries highlighted recent changes to the building, including touchless fixtures for the sinks in all of the restrooms as well as the toilets in the women's restroom. We are still waiting for the air filtration system to be installed. The delay is due to parts that are on order, but we are in the queue to have the work done. The quarantine period has been changed from 3 days to 4 days for any material coming back into the library. The book drop is unloaded Monday through Saturday and then the returns are backdated when

checked in after quarantine.

Recent Library Presentations: Youth Librarian Kolderup had the opportunity to present information about library services during Senator Merkley's digital town hall. STEM kits and outreach efforts were highlighted. The Chronicle recently sent a list of questions for an article on the Library's services during the pandemic. This past Wednesday, Director Jeffries and Youth Librarian Kolderup presented information to the City Council. They shared goals that have been achieved and Youth Librarian Kolderup gave background information about the grant funds received in 2019 that allowed for part-time assistance as well as materials for the new space. There are still a number of items that need completion before the space is usable, e.g., new door lock hardware, new concrete sidewalk that will allow outside access to the room, and new ceiling tiles to replace the damaged ones. Director Jeffries and Youth Librarian Kolderup also wanted the Councilors to know what services that Library is offering during the pandemic. They highlighted the kits that were assembled and distributed through the Rec Department, which totaled 300 per week for five weeks. Also discussed were the outdoor story time that were done in collaboration with the Rec Department. Other highlights included the online Summer Reading Program, digital library cards, curbside check out and an enhanced social media presence. Our citizens have been taking advantage of these library services.

Writers' and Arts Gild Meetings: Director Jeffries stated that some of the groups that had regular meetings in the building have been asking about how to resume their schedule. The Art Guild met once in the Auditorium, with the caveat that they enter and exit from the side doors which were propped open, and they were to wear masks and use sanitizing wipes on any surfaces used, like chairs and tables. The group discussed the possibility of holding the next Book Club meeting in September.

Miscellaneous News: Director Jeffries stated that while the Library hasn't had very many requests to use the public computers, there is a desire to make computer services available again. We want to go slowly and see how other groups, like the schools, will reopen. We would also need to add shields around the computers for necessary patron and staff protection. Member Birkle asked if there was any information on what the schools are planning. Director Jeffries stated that they will start with online services only and look at the possibility of a hybrid model with a mix of online and onsite services at some point. Other groups like the Health Department suggest caution with any reopening plans. Multnomah County Libraries are offering curbside services while their buildings remain closed. The Library has a contract with Toni Doggett who won the bid to paint the outside drop boxes. Public Works will take the drop boxes to her workspace one at a time to get painted. Director Jeffries shared a drawing of what the art would look like, and stated that the bid would require painting on all four sides, even though two of the sides won't be visible because of how the boxes sit in front of the building. The flowerbeds were recently cleaned up by a volunteer from the Friends of the St Helens Public Library. Public Works also cleaned up the courtyard and added bark dust to the flowerbeds there.

CITY COUNCILOR'S REPORT: Councilor Topaz stated that everyone was very pleased with the Library presentation and very proud of the work the Library is doing. Director Jeffries stated that everyone appreciated the enthusiasm that Youth Librarian Kolderup brought to the presentation. Councilor Topaz asked if there were plans in place for when the weather changes. Director Jeffries stated that it is uncertain what will happen as the weather changes and people need to get indoors. The need to wear a mask and keep social distancing will make it more difficult. Member Heynemann asked if the Library was low on any supplies. Director Jeffries stated that the Library has a small supply of masks and other Personal Protective Equipment on hand.

BOARD MEMBER CONCERNS / COMMENTS / QUESTIONS:

SUMMARIZE ACTION ITEMS: The election of a Vice-Chair needs to be on the next agenda. The Book Club needs to consider holding their next meeting online.

NEXT MEETING: The next regularly scheduled meeting will be Monday, September 14, 2020 at 7:15 p.m. via Zoom.

ADJOURNMENT: Chair Gaelrun-Maggi adjourned the meeting at 8:10 pm.

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Respectfully submitted by:

Library Board Secretary, Dan Dieter

2019-2020 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									
10-12-2020									
11-13-2020									
12-14-2020									
01-11-2021									
02-08-2021									
03-08-2021									
04-12-2021									
05-10-2021									
06-14-2021									