



CITY OF SWEET HOME LIBRARY BOARD MINUTES

May 13, 2021, 4:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

PHONE: 541-367-5007
FAX: 541-367-3754

Meeting Information

The Library Advisory Board will hold a meeting at 4:30 p.m. in the City Council Chambers at City Hall, 3225 Main Street. Individuals attending public meetings in person will be limited to the first six people, required to maintain appropriate social distancing, (6-ft.) and be free of symptoms related to COVID-19. The City is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the City Council meeting live, online visit live.sweethomeor.gov. If you don't have access to the internet you can call in to 541-367-5128 and you'll be asked to choose option #1 to be logged in to the call. Meeting ID 348 006 235#

This video stream and call in options are allowed under Council Rules, meet the requirements for Oregon public meeting law, and has been approved by the Chairperson of the meeting.

Review / Approval of Minutes

The meeting was called to order at 4:35 PM

PRESENT

Board Member Charlene Adams
Board Member Don Hopkins
Board Member Jaime Frick
Board Member Eva Journey (video)

STAFF

City Manager Ray Towry
Finance Director Brandon Neish

Review / Approval of Minutes

- a) 2021-04-08 Library Advisory Board Meeting Minutes
Motion made by Board Member Hopkins Second by Board Member Frick
Voting Yea: Board Member Adams, Board Member Hopkins, Board Member Journey, Board Member Journey

Report of the Librarian

- a) Library Needs Assessment Discussion/Recommendation - FAA Architecture

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

Joseph Storr and Richard Grace with FFA Architecture presented the Library Needs Assessment. They explained the methodology used to complete the assessment. FFA Architecture presented their recommendations to the Library Advisory Board. The size of the library was determined to be 7500 square foot too small. The current lot size cannot accommodate a larger building. The final recommendation was to build a new library on a new site. Three potential sites were suggested; the Boys and Girls Club, the current library parking lot, and the old City Hall site.

There was discussion regarding public comment received.

City Manager Towry explained the next steps moving forward.

Motion to accept the recommendation and present the Library Needs Assessment to the City Council.

Motion made by Board Member Hopkins, Seconded by Board Member Journey.

Voting Yea: Board Member Adams, Board Member Hopkins, Board Member Journey, Board Member Frick

Fiscal Report

a) Library Per 10 Finance Report

Finance Director Neish presented the fiscal report thru the month of April. It was reported library fees have been down, expenditures are also down due to the position vacancy of the Library Services Director.

City Manager Towry reported the library will be receiving a size-able donation from a bequest.

Statistics

a) April 2021 User Statistics

City Manager presented the User Statistics report.

b) April 2021 Type Statistics

The April Type Statistic were reviewed.

Unfinished Business

City Manager Towry reported on the recruitment update for the Library Services Director.

New Business

With no further business, the meeting adjourned at 5:25 PM.

Next Regular Library Board Meeting - June 10, 2021