



CITY OF SWEET HOME LIBRARY BOARD MINUTES

April 10, 2025, 4:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Call to Order

The meeting was called to order at 4:30 PM.

Roll Call

PRESENT

Chair Eva Journey
Board Member Jen Castaneda
Board Member Jim Corley
Board Member Caryn Wise

ABSENT

Vice Chair Kelsey Hicks

COUNCIL

Councilor Chelsea Augsburger, Council Liaison

STAFF

Megan Dazey, Library Services Director
Cecily Hope Pretty, Deputy City Manager
Adam Leisinger, Special Projects Manager

Review & Approval of Minutes

a) 2025-01-09 Library Board Meeting Minutes

Board Member Corley moved to approve the minutes of the January 9, 2025 Library Board meeting. Board Member Wise seconded the motion. The motion carried by the following vote:

AYE: Journey, Castaneda, Corley, Wise

NAY: None

ABSENT: Hicks

b) 2025-03-13 Library Board Meeting Minutes

Board Member Corley moved to approve the minutes of the March 13, 2025 Library Board meeting. Board Member Castaneda seconded the motion. The motion carried by the following vote:

AYE: Journey, Castaneda, Corley, Wise

NAY: None

ABSENT: Hicks

Report of the Library Services Director

a) Library Director's Report March 2025

Director Dazey stated that the library received an additional 10 boxes from Senator Ron Wyden's office. She noted that the Western collection had been relocated to accommodate a new tween area.

Chair Journey asked of the contents of the boxes from the Senator's office. Director Dazey stated that approximately 75% were books that the library did not already have and the majority were also recently published.

Board Member Castaneda asked of any needs for the tween area. Director Dazey replied that staff added requests to the library's Amazon wish list.

Board Member Corley asked of the definition of "tween." Director Dazey replied that the age was 8-12 in accordance with standard publishing guidelines.

Director Dazey stated that the library received a \$10,000 grant from the American Library Association to replace the automatic side door and noted that the funding should be secure because it originated from a private donation. She highlighted a new temporary exhibit from the Museum of Natural and Cultural History. She noted over 45 attendees at the recent *Dogman* movie showing. She stated that the Lego creator club averaged 18 children per week. She shared that seed donations were continuing and they had distributed over 1,000 packets to date. She stated that the library levy would be up for renewal on the May ballot. She highlighted incoming volunteers to restore previous volunteer hours. She noted that the library would host an Open House on May 7th. She stated that the library was coordinating the weekend market again this year.

Board Member Castaneda asked of the maximum capacity of vendors. Director Dazey stated that they accommodated at least 35 on their busiest day in 2024 but the average was 20.

Board Member Corley asked of how grants were discovered and who provided responses. Director Dazey stated that she was on several lists and was actively seeking new funding sources, and that she wrote the grant proposals herself. She noted that many federal and state funding opportunities were disappearing so she was refocusing on private and smaller grants.

No action was required for this item.

Statistics

a) Library Statistics for March 2025

Director Dazey stated that volunteer hours were beginning to rise. She noted that the door count was up and anticipated it would continue to increase.

No action was required for this item.

Fiscal Report

a) FY 2025-2026 Proposed Budget

Director Dazey presented the proposed budget for the upcoming fiscal year. She stated that a significant portion of the planned expenditures would only occur if a new library location was identified. She noted a reduction in grant revenues due to uncertainty at the federal and state level regarding availability of funding.

Board Member Corley asked of the proposed levy amount. Director Dazey stated that it was proposed at the current amount. Deputy City Manager Pretty added that it was \$1.17 per \$1,000 of valuation.

Board Member Wise moved to approve the budget as proposed. Board Member Corley seconded the motion. The motion carried by the following vote:

AYE: Journey, Castaneda, Corley, Wise

NAY: None

ABSENT: Hicks

Old Business

There was no old business to be heard.

New Business

a) Library Talking Points for reference & discussion

Director Dazey reviewed some talking points for the Board to utilize when highlighting the library. She emphasized the importance of enhancing literacy in the community, which was supported by library programming. She noted that the library provided additional services such as job support, tourist services, and technology and digital resource access. She stated that the library served as the “community’s living room” where everyone was allowed to exist without the expectation of paying for anything.

Board Member Wise asked of the cost for non-residents. Director Dazey stated that the cost was \$35 annually for the entire household. She added that children outside of city limits but within Sweet Home School District boundaries could obtain a library card for free with a limited number of items that could be checked out at one time.

No action was required for this item.

Adjournment

There being no further discussion, the meeting was adjourned at 5:07 PM.

Chair

ATTEST:

Library Services Director, Secretary to the Board