



CITY OF SWEET HOME LIBRARY BOARD MINUTES

March 13, 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

Vice Chair Kelsey Hicks

Board Member Jim Corley

Board Member Caryn Wise

ABSENT

Board Member Jen Castaneda

COUNCIL

Councilor Chelsea Augsburger, Council Liaison

STAFF

Megan Dazey, Library Services Director

Cecily Hope Pretty, Assistant City Manager Pro Tem

Chair Journey welcomed Councilor Augsburger as the new Council liaison to the Board. The Board Members introduced themselves and their backgrounds.

Councilor Augsburger introduced herself and shared her library-related interests.

Review & Approval of Minutes

- a) 2025-01-09 Library Board Meeting Minutes

The Minutes were not included in the agenda packet. There was consensus to consider them at the following meeting.

Report of the Library Services Director

- a) Director Report – February/March 2025

Director Dazey stated that Mayor Coleman visited the Library of Congress and selected books that were shipped to the Sweet Home Public Library. She noted that Senator Ron Wyden's office shipped additional books. She stated that staff were planning a reduction in the Western collection and the area would be dedicated to junior high-level materials. She added that she would be applying for grants to supplement the area. She stated there were no building maintenance issues in the past month. She highlighted the donation of several books from authors. She reviewed popular events in February and March. She stated that the University of Oregon Museum of Natural and Cultural History's Native Innovations display would be hosted in the library lobby for two weeks in April.

Chair Journey asked of the success of newly added free little libraries. Director Dazey replied that they were all being well-used.

No action was required for this item.

Statistics

a) Library Statistics – February 2025

Director Dazey stated that statistics were on track to meet or exceed prior years' statistics and highlighted additional volunteer hours. She noted that there was a near-record number of new library cards.

No action was required for this item.

Fiscal Report

There was no fiscal report to be heard.

Old Business

a) Final Strategic Plan 2025-2030

Assistant City Manager Pro Tem Pretty stated that there were no changes to the Strategic Plan since it was previously considered in January but that a formal vote was required to approve it.

Chair Journey expressed support for the inclusion of defining the library as a "learning organization." She provided some grammatical suggestions. She asked of a prior program utilized for skills training. Director Dazey replied that LinkedIn Learning was previously funded through the Oregon State Library but due to high costs and low usage, the City discontinued its use, and the State Library redirected funds to enhance the catalog through the Libby app.

Board Member Corley suggested including the goal of updated facilities in the monthly newsletter. He expressed support for the goal of enhancing literacy through partnership with the School District.

Councilor Augsburger asked if the stained glass in the current library could be preserved for use in a future building. Director Dazey replied that it could be.

Board Member Wise moved to adopt the 2025-2030 Strategic Plan. Board Member Corley seconded the motion. The motion carried by the following vote:

AYE: Journey, Hicks, Corley, Wise

ABSENT: Castaneda

New Business

a) History Jamboree & SHPL March 2025 Newsletter

Director Dazey stated that the History Jamboree was seeking volunteers and invited the Board Members to attend.

No action was required for this item. Item c was addressed at this time.

c) Overview of Public Library Standards

Director Dazey presented a condensed version of State and Local Public Library Standards. She stated that compliance was required to take advantage of grants and programming. She highlighted the inclusion of a comprehensive checklist rating the library's compliance and provision of services and noted that the Strategic Plan would enhance its scoring.

No action was required for this item. Item b was addressed at this time.

b) Oregon State Library Dataset for 2024

Director Dazey stated that the dataset included public libraries receiving public dollars and that reporting was required annually. She reviewed several of the dataset categories.

Chair Journey asked of comparisons to other libraries in Linn County. Director Dazey stated that the Sweet Home Public Library was doing well but additional funding was desired to upgrade the catalog system.

Board Member asked of the current square footage of the building. Director Dazey stated that the library needed to double its square footage based on the current population.

Chair Journey asked of the Seed Library. Director Dazey stated that over 2,000 seed packets had already been distributed and more were available.

No action was required for this item.

Adjournment

There being no further discussion, the meeting was adjourned at 5:06 PM.

Chair

ATTEST:

Library Services Director, Secretary to the Board

DRAFT