



# CITY OF SWEET HOME LIBRARY BOARD MINUTES

October 09, 2025, 4:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

## Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

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## Call to Order

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

## Roll Call

### PRESENT

Vice Chair Kelsey Hicks  
Board Member Jen Castaneda  
Board Member Jim Corley  
Board Member Caryn Wise

### ABSENT

Chair Eva Journey

### STAFF

Megan Dazey, Library Services Director  
Adam Leisinger, Special Projects Manager

## Review & Approval of Minutes

- a) 2025-09-11 Library Board Meeting Minutes

Board Member Corley moved to approve the minutes of the September 11, 2025 Library Board meeting. Board Member Wise seconded the motion. The motion carried by the following vote:

AYE: Hicks, Castaneda, Corley, Wise

NAY: None

ABSENT: Journey

## Report of the Library Services Director

- a) Library Director's Report October 2025

Director Dazey stated that six additional boxes of books were received from Senator Wyden's office. She stated that any books not added to the local collection would be donated to Halsey's public library. She noted that light fixtures were being replaced in the staff area. She stated that she was gathering estimates to replace a front window due to its poor condition. She noted that the library's new Saturday hours had begun to open at 10 AM, consistent with the rest of the work week. She highlighted the success of the recent teen clothing giveaway and stated a future children's clothing giveaway would take place in the new year. She spoke of her recent experiences at the Association for Rural and Small Libraries Annual conference in Albuquerque.

No action was required for this item.

**Statistics**

- a) Library Statistics September 2025

Director Dazey stated that statistics were largely on par with the prior year but attendance at programs had increased and e-book usage had also increased.

No action was required for this item.

**Fiscal Report**

There was no fiscal report to be heard.

**Old Business**

There was no old business to be heard.

**New Business**

- a) October 2025 Library Newsletter

Director Dazey provided the most recent newsletter and spoke of upcoming events.

No action was required for this item.

- b) Donor Naming Rights – Rough Draft – Proposal

Director Dazey provided a draft proposal regarding donor naming rights for the future new library and noted that it was based on other libraries. She asked the Board to consider the proposal for future action and referral to the City Council for consideration.

No action was required for this item.

**Adjournment**

There being no further discussion, the meeting was adjourned at 4:52 PM.

\_\_\_\_\_  
Chair

ATTEST:

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Library Services Director, Secretary to the Board