



Scappoose Public Library Board of Directors

Budget Hearing

June 26, 2025

6:30 pm

Library Meeting Room and Zoom

**Minutes**

1.0 Call to Order: Pledge of Allegiance to the Flag

The meeting was called to order at 6:33 PM. Jeff led the group in the Pledge of Allegiance.

2.0 Approve Budget Committee minutes April 17, 2025

Jeff asked if the board had reviewed the minutes and had questions or corrections. He said he had also reached out to committee members and had not received emailed corrections from them. Jeff asked for a motion to approve the minutes. Jolene made the motion. Elaine seconded. Motion passed unanimously.

3.0 Budget Review

In the budget sheet packets, the budget approved by the Budget Committee were distributed. In the meantime, an affordable bid for janitorial service had been submitted. It had been a priority of the Budget Committee to get a janitor so Jeff did not have to do it anymore. The bid was for \$670 a month which would require about \$8,000 moved within the budget. Jeff said he was going to propose moving \$8,000 from the unspent ending fund balance to services and materials which would keep the total budget to the published total recommended by the Budget Committee. Jeff also said the unspent carryover in the current budget had increased since April and he expected there to be at least another \$8,000 carried from the 2024-25 budget year into the following budget year.

There was a discussion about publication requirements as Oregon newspapers consolidate and cease print publication. The Portland Tribune, which owns the South County Spotlight ceased print publication in June and Jeff figures the Spotlight will cease publication in the future. The



Oregon legislature passed legislation allowing legal notices to be published in an online newspaper as long as it is locally produced, has a minimum of 25% local news, and is published in an archival format. The current online version of the Spotlight does not meet those criteria. The library currently houses the print archives of the Spotlight.

Jeff presented copies of the LB-1 and the LB-50 to the board. Jeff asked what other parts of the budget the board wanted to review. There were no further questions.

#### **4.0 Public Input**

There was no public input or attendance.

The board continued to discuss posting legal notices if the local paper closes. City newsletters were suggested, but Jeff didn't think that would meet state requirements'

Johanna asked if there was a way to get an itemized report of grants and donations. Jeff said he would need to get Robin to run itemized reports for that. Jeff said the library has three main grant sources: The City of Scappoose, The State Library, and Oregon Humanities intermittently. The library does not receive any federal grants. Johanna asked if the library gets any money from the state library association. Jeff said the library does not, only from the State Library of Oregon to partially pay for the summer reading program. The state library has a sum of money allocated for that by the legislature every year and the money is divided between all libraries in the state based on estimated children's population in the library district. Jeff said that in the current budget, the figure budgeted is a combination of the minimum amount the library expects to receive from the city and from event sponsorships. The amount in the summer reading line is a combination of the money we receive from the State Library and the Friends of Scappoose Library to underwrite the program. Jeff reviewed the other income sources

#### **5.0 Adjourn**

Johanna made a motion to adjourn. Elaine seconded. Meeting adjourned at 6:46 PM.