



**Scappoose Public Library Board of Directors
Regular Business Meeting
January 19, 2023
7 PM
Library Meeting Room also broadcast on Zoom
Minutes**

1.0 Call to Order and Pledge of Allegiance

The meeting was called to order at 7:05. Attending were Director Jeff Weiss, Jessica Whitney, Linda Vermillion, Curtis Francis, Board President Lisa Lewis and Vice President Mary Jo Mazzella. Lisa let the group in the Pledge of Allegiance.

2.0 Public Input

There was no public input.

3.0 Consent Agenda

3.1 Secretary-Treasurer's Report

3.2 Presentation of Bills

3.3 Approval of Minutes: November 17, 2022

Spending and income for the first half of the fiscal year was discussed. Jeff noted that the library had received the entire amount of property tax estimated in the current fiscal year budget. The library still has the second and third installment of taxes to collect. Jeff also noted that the seals had failed on the 4" sprinkler backflow and would need to be replaced. McMullen Water Systems has been hired to do that job.

Linda made a motion to accept the consent agenda. Curtis seconded. Motion passed.

4.0 Old Business

4.1 Submitted and Approved Grants Progress

Jeff stated the \$5,000 OHSU grant check has arrived and been deposited. The Portland State check has still not been issued and the supervisor/liaison for the project has changed which will delay classes by a couple of months. There are going to be meetings between all the participants in April which will delay classes until May. The Columbia County Cultural Coalition has approved the library application for \$2000 for Movies in the Park. They also paid the \$2000 grant from 2022. The Scappoose Adventurefest is the second weekend of August this year, so we may skip a weekend and have a movie the first weekend of September. The library also received payment for the new firewall from SDAO and the annual Oregon State Library Summer Reading Grant.

Lisa asked about upcoming conferences. The 2023 SDAO conference is in Sunriver on February 9-12. The annual Oregon Library Conference is April 20 – 22 in Bend. Board training opportunities for 2023 were also discussed. There normally are live trainings scheduled around the state. Jeff will send out the training schedule once it is made available from SDAO.

4.2 Spring Programming Update

Jeff introduced some new programming the library is going. Consejo Hispano approached the library to hold events and classes for Spanish language speaking residents. Consejo Hispano is a nonprofit centered in Astoria whose mission in integrating Spanish speaking immigrants into the community. The first three programs will be on financial literacy and culturally specific food boxes will be given away. Overall, programming and program attendance is way up and the library is doing more programs than ever. A full list of the programs is in the Librarian's Report. Lisa wanted to know if there was a Dungeons and Dragons group she could observe. Gaming groups were discussed. The library has started creating take and make activity kits for children again.

Lisa asked about teens in the library. Jeff said there have been intermittent problems in the library. Lisa said she had seen a large group in the park earlier in the day. Jeff said that they had not been in the library that Thursday

5.0 New Business

5.1 Librarian's report

Attached. Jeff noted that circulation has not declined this year during the holiday season which is abnormal. Historically circulation has declined 20% in November and December. He noted the library has more in the bank after half the fiscal year. This number can be a bit deceiving because the county delayed the December payment in 2021. He also noted that Insurance is due in February which is over \$8000 per year with earthquake insurance.

Jeff decided not to apply for the ALA grant for services to the unserved because after attending an orientation for the grant, it appeared the grants were mostly intended to pay for providing services and facility upgrades to make facilities accessible to the handicapped and the library had already had that work done. If we choose to apply, we can still apply for the second round of funding in the fall of 2023.

5.2 Bathroom Control

Due to some ongoing incidents with teens, the library has started to lock the bathrooms and people wanting to use the bathrooms have to ask for a key. Jeff hopes that we can go back to having the bathrooms unlocked at some time in the near future. Mary Jo asked about afterschool programs at the school. There are not programs afterschool except for sports for older children.

5.3 Hispanic Outreach with Consejo Hispano

Discussed under the programming update.

5.4 Event and Afterschool Promotion with Local Schools

Jeff and the children's librarians met with the new communications manager for Scappoose Schools, Paje Stelling. She was interested in cross promoting library afterschool events in the schools. She will also be our point in contact with the schools. Lisa asked if the work we had done with the new school librarian had paid off. Jeff said that the schools had apparently not made getting a library card an assignment for teens but he thought the teens had hot links to the ebook collections and the library website on school issued devices. Use of the library and collections by teens is up, but the library has not seen the anticipated increase in teen library card ownership.

5.5 2023 Board Elections.

Board Elections take place this May. Jeff noted that the filing deadline is the middle of March. Positions 3, 4, and 5 are up for election this year. Jeff asked if the three members up for election were going to run again. Curtis said he would run again. Mary Jo and Jessica were unsure. Jeff asked Mary Jo and Jessica to please make a decision by January 31 so that we could find people to run for the board. Lisa asked about the Friends of Scappoose Library and how their membership has been going. Jeff said they had expanded membership before Covid, but the new members has stopped coming because of Covid. They got reduced to the core group again, but have gained 2 members since the end of Covid.

6.0 Other Business

7.0 Future Agenda Suggestions.

Budget work needs to start at the next meeting. The board will need to select a budget officer and review the budget committee. The director's evaluation needs to start in February too.

8.0 Board Comments

9.0 Adjourn.

The meeting adjourned at 7:55.