



## **Scappoose Public Library Board of Directors Regular Business Meeting**

**November 21, 2024**

**Library Meeting Room also broadcast on Zoom**

**7 PM**

### **Minutes**

#### **1.0 Call to Order and Pledge of Allegiance**

Attending were Board Vice President Jolene Jonas, Board Members Lisa Lewis and Elaine Nussbaum, and Director Jeff Weiss. Jolene called the meeting to order at 7:04. Jolene led the group in the Pledge of Allegiance.

#### **2.0 Public Input**

There was no public attendance or input

#### **3.0 Consent Agenda**

##### **3.1 Secretary-Treasurer's Report**

##### **3.2 Presentation of Bills**

##### **3.3 Approval of Minutes: October 17, 2024**

Jolene asked for a motion to approve the consent agenda. Elaine made a motion to accept the consent agenda. Jolene seconded. Discussion was opened on the consent agenda. Lisa asked what the payment to TLC was for. Jeff explained that it was the annual subscription to the library catalog and circulation software along with host of the catalog and circulation system. It is an annual fee. Jeff said he had made a minor change to the minutes since sending out the board packets. The change was to state that only parents filled out the Summer Reading satisfaction survey. Jeff noted that there were two additional non-standard payments in the checks. One was for the newspaper ad to hire a new associate. The other was the annual payment to the Oregon Government Ethics Commission. Elaine restated the motion to accept the consent agenda. Jolene seconded. Motion passed unanimously.

#### **4.0 Old Business**

##### **4.1 Submitted and Approved Grants Progress**

Jeff noted that there are two outstanding \$500 grants unpaid from summer 2024; one from Bi-Mart, the other from the Columbia County Cultural Coalition. Jeff said he expected the payment from the Cultural Coalition to be paid. He didn't expect Bi-Mart to pay their grant. Jeff said he and JJ are working on a business plan and grant proposal for the city to sponsor the seven library produced citywide events. A mission statement has been created: "To create and operate successful summer events that foster family friendly fun with the Scappoose Library and dedicated volunteers in partnership with the City of Scappoose, enriching our community with free, engaging and educational events that encourage Scappoose Pride and positive interactions throughout the summer." Jolene asked if the Park Lighting was

also a library event. Jeff said that although we are involved, that is a Community Club event. The board also asked about Whoville. Jeff said that the library was doing a related event on December 13, but that was a Historical Society event.

#### **4.2 Summer Reading and Activities Final Report**

There have been no further survey responses.

#### **5.1 Discussion of Potential Ballot Measure 2024 Post Election**

Discussion was opened on the ballot measures that failed in Columbia County and in the state. Both ballot measures in Columbia County failed. Two library ballot measures failed in Oregon and one Community College ballot measure failed. The failed library measures were for a new library at Coos Bay and a combined levy for parks, library and museum in Independence. Both the failed measures were for substantially more than Scappoose Library would be asking -- \$1.51 at Coos Bay, \$1.82 at Independence. Scappoose Library would be asking for \$0.10. Jeff distributed a draft promotional piece written by Katie to the board on what the levy would fund. Jolene asked what would happen if the levy did not pass. Jeff said the library would have to cut back on services and activity pretty rapidly. The library cannot pay anything near market rates and is being severely impacted by inflation.

Jeff distributed a GIS map of the library district which is larger than the city limits. Lisa asked about the subdivisions of the maps. Jeff said each box on the map is a different combination of taxing districts. Jolene asked what the board wanted to pursue. Did they want to continue pursuing the levy? Did they want more research into why the levies failed? Jeff said staff discussed it at staff meeting and wanted to proceed. Lisa said that if the staff was on board with responding to questions from the public she thought we should proceed. Jeff said that one thing he has noticed with talking to the public is that people think the retail value of their home is the assessed value. Assessed value is much lower because of the effect of Measure 50 from 1997 which limited assessment growth to 3% per year. The cost of the levy on an average assessment in Columbia County would be less than \$27 per year. Jolene called for a vote to continue to pursue the levy in November 2025. All present members voted yes. The board is concerned about competition from a possible School Ballot measure. Lisa said she thinks the public does not know how poorly the library pays staff and that they need to be educated.

#### **5.2 Associate Vacancy**

Jeff said that they had interviewed candidate for the position and he has made a job offer to one of the candidates. The candidate has library programming experience and is bilingual. He said there was another interviewee who would be a good candidate too. Jeff said that the library could afford to retain Katie for 8 hours too within the current budget. She has expressed an interest in keeping working here on Tuesdays.

#### **5.3 Kid's Market**

Jeff said that they had 20 children vendors and had to turn away 24 more who wanted to participate. Next year we would need to move it to another larger venue, either a church or the Senior Center. There were over 100 people attending the event and a constant line into the meeting room.

### **6.0 New Business**

#### **6.1 Librarian's report (attached)**

Circulation is up by 15% this month. At the end of the year, circulation should exceed 100,000 for all sources including eBooks. Library finances were discussed, the library had about \$150,000 left in accounts at the end of the tax year before the first distribution for the 24-25 year. Lisa asked when the library gets tax distributions. Jeff said small distributions start in November, but the large distributions are late November, early December. Lisa asked about grants from the city to help pay for the citywide events. Jeff said he and JJ are working on a proposal which has a budget, costs, and type of event the city would get. There have been three library articles in the Spotlight newspaper written by Emily.

Jeff has met with the new city manager once and they mostly talked about the relationship between the city and the library and how the library puts on events.

## **6.2 Holiday Lighting Dec 2**

The library is again running sound and providing space for the Holiday Lighting in Heritage Park.

## **6.3 Whoville Event Dec. 13**

Wendi and Emily are doing two events on December 13 for Whoville. The events are Grinch crafts with a reading of How the Grinch Stole Christmas. Events are scheduled for 4:30 and 5:00 PM that Friday.

## **6.4 Board Meeting on Dec. 19?**

Jeff asked if we would have a quorum for the December 19 board meeting. The board members said they could attend. Jeff said he would keep the meeting on the 19<sup>th</sup>.

## **7.0 Other Business**

Lisa asked if Jeff was looking for janitorial staff. Jeff said he had given up looking because of the high cost of the proposals he had received. Janitorial has to be licensed and bonded to work in a public building.

Lisa also asked if the board was aware of the Blue Star plaque on Second in front of the Veteran's Monument. Jeff said it was the first plaque he had seen that was not on a highway. Lisa said it was the first of its kind in the state.

Lisa also wanted to recognize the group that refurbished the Scappoose sign along Highway 30. Jeff said the Lodge was doing special events in conjunction with Whoville on the nights it was open.

## **8.0 Future Agenda Suggestions.**

## **9.0 Board Comments**

## **10.0 Adjourn.**

The meeting was adjourned at 7:49 PM.