



SCAPPOOSE
PUBLIC
LIBRARY
SCAPPOOSE, OREGON
P.O. Box 400 Scappoose, Oregon 97056

**Scappoose Public Library Board of Directors
Regular Business Meeting
February 21, 2019
7 PM
Library Meeting Room**

Agenda

1.0 Call to Order & Pledge of Allegiance

Attending Kevin Freimuth, Mary Jo Mazzella, Lisa Lewis, Bill Blank, Jeff Weiss. President Kevin Freimuth called the meeting to order at 7:04 PM and led the group in the Pledge of Allegiance.

2.0 Public Input

Steve Hauser attended and raised concerns about staff getting raises beyond the cost of living. Kevin stated that we began talking about better staff compensation last year and that we will be moving to a step scale. The budget meetings and negotiations begin in March. Steve also expressed interest in getting the gutters repaired/replaced on the front of the building.

3.0 Consent Agenda

3.1 Secretary-Treasurer's Report

3.2 Presentation of Bills

3.3 Approval of Minutes: Jan 17, 2019

Bill motioned to approve the consent agenda. Mary Jo seconded. Motion carried.

4.0 Old Business

4.1 Merging catalog with St Helens Library – progress

Director Weiss noted that the catalog system came in under budget, so final bills are being paid out of the LSTA grant instead of more money coming out of the library budget. All the eBook collection are loaded into the catalog now and the eBook status shows in the catalog. Both libraries will be having special events on March 9 and 16 to sign up users in passport cards.

4.2 May Elections Filing Dates February 11 – March 21.

Director Weiss passed around the Columbia County Filed Candidates list to board members. Curt Francis has filed for Kevin Freimuth's vacant position. Bill Blank stated that he did not plan to file for re-election. Jessica Whitney is interested in filing for the board.

4.3 Food for Fines

212 items were donated December and January for Food for Fines.

4.4 Summer Concerts and Films in Heritage Park.

Some acts are booked for summer concerts Red Yarn will be performing June 15 to start Summer Reading. The Madero Winds will be performing in July or August. All movies will be in August because of daylight savings time and the late onset of dusk.

5 New Business

5.1 Librarian's Report (attached)

5.2 New Elevator Inspection Company

Director Weiss has bid out the quarterly elevator inspections with other local companies. The low bid is from Ascend Elevator for \$150 per quarter. They are state approved and licensed inspectors. Board agreed to let the Director change contracts

5.3 Library Offering Notary Services

One of the new Oregon Public Library Standards is for libraries to offer notary service. The library paid for Rachel's notary training and license. After discussion, the board decided to offer the service free to library members and charge the general public \$5 for the service. Our potential liability is covered by our current insurance. Lisa made a motion to provide notary service for free for library members and \$5 for the general public. Mary Jo seconded. Motion carried.

5.4 Children's Raised Bed Garden for Earth Day

The library has donated materials for 2 raised vegetable beds behind the meeting room. The beds will be planted as part of Earth Day activities.

5.5 Oregon Library Association Conference 2019

This was covered as part of Librarian's Report. 6 of 7 staff members are attending at least one day of the Oregon Library Conference.

5.6 Budget Meeting Dates & Committee

Due to board commitments, we won't have a quorum on March 21, our regular meeting date. The next date all board members could attend is Tuesday, March 19th. Board decided to hold the meeting on the 19th preceded by an Executive Session at 6:30 to discuss compensation for the coming year. The budget committee and meeting dates will be decided at the March 19th staff meeting.

5.0 Other Business

Bill discussed the Guadalajara book fair and if the library will be purchasing books. Director Weiss said the library has been purchasing books through normal channels and would prefer continuing that so that we can select books that we want and that parents have requested.

6.0 Future Agenda Suggestions

The board asked Director Weiss to contact gutter contractors to get suggestions on front gutter repair and upgrade.

8.0 Board Comments

9.0 Adjourn

The meeting was adjourned at 8:05 PM.