



**Scappoose Public Library Board of Directors  
Regular Business Meeting  
April 17, 2025  
Library Meeting Room also broadcast on Zoom  
Immediately After Budget Committee Meeting.  
Minutes**

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

The meeting was called to order at 7:50 PM. Because the Pledge of Allegiance was stated as part of the budget meeting, it was not repeated at board meeting. Attending were President Jolene Jonas, Vice President Elaine Nussbaum, and board members Lisa Lewis, Linda Vermillion, and Johanna Myers. Director Jeff Weiss also attended.

**2.0 Public Input**

There was no public input

**3.0 Approval of Minutes: March 20, 2025**

Jolene asked for corrections to the March minutes. There were none. Jolene called for approval of the March minutes. Johanna made a motion to approve the minutes. Elaine seconded. Motion passed unanimously.

**4.0 Consent Agenda**

**4.1 Secretary-Treasurer's Report**

**4.2 Presentation of Bills**

Jeff presented the Consent Agenda. He noted that the library is paying several of the summer reading performers that we have used in the past to get the funds spent from the current budget. He said that the Visa bill is higher than usual from buying supplies for Summer Reading and the Columbia County Reads with Willy Vlautin event as well as ordering bags for Earth Day. The library also had to pay our website host company with the Visa card because they lost the check we sent them. The original check now has a stop payment on it. In the bills, the library had repair bills to Peak Electric to fix the outdoor sign, Western Heating to install an new defrost board in one of the heat pumps and replace a thermostat, and for Bemis Printing for Earth Day Printing and Dragon Card printing. Jeff noted that the bags need to get stuffed by next week. Assets with current liabilities at the end of the month would be about \$429,000 (about \$415,000 minus liabilities) at the end of April. Jeff asked for questions. Hearing none, he asked for a motion to accept the Consent Agenda. Jolene made the motion. Jolene made the motion. Elaine seconded. Motion passed unanimously.

**5.0 Old Business**

**5.1 Submitted and Approved Grants Progress**

Jeff said the library had received \$5,000 in donations and sponsorships of Earth Day and/or the Outdoor Festival in the past month. There also have been substantial donations made following the Fox 12 news article about the library's weekly food distribution and the issues at the local food bank. All of that money

has been deposited in the checking account because the library does not have a budget to pay for the food donations. Jeff has been funding that. Lisa asked if the food given away is just for the Wednesday giveaway or also for the food box in Heritage Park. Jeff said it was for both. Jeff met with Casey, the director of the local food bank on Monday and Casey agreed to up the produce given to the library for distribution from 400 to 600 pounds a week. In addition, the library could keep and distribute any non-perishable food donated to the library or its food collection partners. The food bank would still retain the rights to picking up surplus food from the local Grocery Outlets and grocery stores. Lisa asked about whether the food bank will be sending any non-perishables, Jolene, who is on the board of the food bank said that the canned goods, meat, eggs, milk, and non-perishables are what is being cut from the site distributions. There was a discussion about expiration dates.

## **5.2 Discussion of Potential Ballot Measure**

This was discussed extensively in the public Budget Meeting, so the board tabled this until next month.

## **5.3 Peter Erskine Art Project**

Jeff has had the building plans scanned and sent the digital files to Peter's assistant, so the next step is up to Mr. Erskine. Jolene had asked about the Fire District using the library for child care on their training days. Jeff said that the district had contacted him that week and told him they had gotten the background checks on their staff and will get the insurance binder. He has set up a date for training their staff on the library closing procedures. Jeff anticipates that they will remain in the main library, not the meeting room, for the entire evening.

## **5.4 Earth Day 2025**

Jeff said he was waiting on items to put in the goodie bags, but he anticipates stuffing the bags the Thursday before Earth Day and then we will need volunteers to be in Heritage Park a little after 7 AM on Saturday, April 26. We need to set up tents and sign in volunteers. After a continental breakfast, groups will go to work on beautification projects until 10 or 10:30. After that, we will be serving free lunch in the park and attendees can enjoy music, visit booths from local nonprofits and sponsors, and possibly win a free electric bike.

## **5.5 Columbia County Reads with Willy Vlautin**

Willy has been on tour in Europe. He and Jeff have been emailing each other. Due to his prior commitment, we have had to reschedule the south county event from September 6 to September 20. He will still perform in Clatskanie on September 13. The 20<sup>th</sup> is a better date because it won't be so close to when school starts. We still don't have a venue besides the fall back of the St Helens Library. Linda said she would ask about using the Scappoose Senior Center on Friday.

## **6.0 New Business**

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

Jeff noted that circulation was up 12% this month over the previous year and that eBook circulation was also up. Jeff said that he had been buying extra copies of new popular releases this month, but he was unsure whether that could account for the increase. Lisa asked what percentage of the book budget was dedicated to eBooks. Jeff said with the extra money the board wanted spent on extra copies, it is about 25% of the total book budget.

For the Outdoor Festival, the big committee concerns were to get more food vendors and children's activities with volunteers to man them.

### **6.2 Building Perimeter Lighting**

Jolene wanted to revisit the new lighting on the building. She would like the library to get the side facing city hall lighted too. Jolene said she had visited a Community Club meeting and they were considering doing more lighting in Heritage Park. Jeff said the original estimate for lighting the side of the library by city hall was \$2,160 which included the rewiring. Jolene said the perimeter lighting really makes a difference in the appearance of the library at night from the highway and the rewiring to install the light controller had already been done. Jolene said she could talk to the community club about joining with them to get perimeter lighting on that side of the building and asked for a motion to do so. Lisa made a

motion to allow the installation to go forward if the cost was under \$500. Jeff said we still had about \$2,500 in the facility budget. There was discussion about the cost because Jeff thought \$500 was way too low. The estimate for the lighting on that side is for the peak and the gutter line – a length of 72 feet. The board went outside to look at the space. After looking, Jolene wanted to amend the motion to only get the peak lit. There was further discussion about the \$500 limit. Lisa asked about raising the limit to \$750. It was asked what the cost was for the park side installation. The Community Club paid for the park side, so there was no cost to the library. Linda recommended raising the cost to \$1,000 because she thought neither \$500 or \$750 would cover the installation. Jeff said the roof peak was 40 feet of lighting and the straight section was 35 feet of lighting. The board discussed the \$1,000 cost. Lisa revised her motion to include purchasing lighting for only the 40 foot peak section and a cost limit of \$1,000. Linda seconded. Jolene called for a vote. The motion passed unanimously.

### **6.3 Produce Distribution and Food Drive**

The library is having a food drive with barrels at 10 local businesses. The barrels will be returned to the library on Earth Day and the food will be distributed at the library.

### **6.4 Material Reconsideration Challenge**

The library has received a patron challenge that wants the movie “The Muppets Wizard of Oz” removed from the collection due to objectionable sexual material. Jolene suggested that the board watch the movie. The board agreed and will discuss at the next board meeting.

### **7.0 Other Business**

### **8.0 Future Agenda Suggestions**

### **9.0 Board Comments**

### **10.0 Adjourn**

The meeting adjourned at 8:25.