



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

**Scappoose Public Library Board of Directors  
Regular Business Meeting  
April 18, 2019  
Following Budget Meeting  
Library Meeting Room**

**Agenda**

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

The meeting was called to order at 7:20 PM. Attending: Director Jeff Weiss, Board President Kevin Freimuth, Mary Jo Mazzella, Bill Blank, Lisa Lewis. Citizens: Curtis Francis, Jessica Whitney, Linda Gittings, Sandra Wiggs.

**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: March 19, 2019**

The Consent Agenda was presented to the board. There were no questions. Mary Jo made a motion to accept the 3 items on the consent agenda. Lisa seconded. The agenda passed unanimously.

**4.0 Old Business**

**4.1 Oregon Library Association Conference**

All staff are attending at least one day of the library conference this week except for Gail.

**4.2 Movies and Concerts in the Park**

Director Weiss presented a list of concerts booked for this summer in the park. There will be movies each Friday in August in the park. We have grants and pledges for \$5200 to pay for events and Director Weiss will be asking the City Council for support in June. The South County Chamber would like us to have a "Drive in Movie" theme for the movies this summer. The Watts House has committed to all dates as has the Scappoose Community Club.

**4.3 Budget Meeting Dates & Citizen's Committee**

The second Budget Committee meeting is cancelled for now.

#### **4.4 Earth Day 2019 Events**

The library is participating in Earth Day activities in Heritage Park this Saturday the 20<sup>th</sup>. A schedule of events was distributed to the board. The fountain will be turned on for the season at noon and the local big band will play immediately after in the gazebo.

#### **4.5 Columbia County Reads**

Gregory Noakes and Phillip Margolin will be presenting a program April 27 in the library on their books "Breaking Chains" and "Worthy Brown's Daughter" these books were selected as a county wide reading project this spring

#### **4.6 Teen Room**

All books have been moved to the first floor. The library has pursued and won a local STEM grant to make STEAM kits to circulate and use in the library. Really expensive equipment will probably be available to use only in the library. We plan on making the Teen Room into a multipurpose room that the teens can still use after school and the library and public can use at other times.

### **5.0 New Business**

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

There is mandatory insurance death and disability insurance that we must provide for full time employees in the amount of \$2.83 a month. The only way CIS accepts payment is electronic transfer or creation of a deposit account. The board decided to allow a direct withdrawal from checking of the \$2.83 per month.

#### **5.2 Rebuild of staff computers**

Director Weiss presented a bid from More Power Computer systems to rebuild the 5 newest public computers with new hard drives and use them to replace the staff computers for \$929.15 + the cost of upgrading the operating system and Office software (about \$30 per machine at nonprofit rates). The board noted that several parts of the bid were not completed. It was agreed that if More Power completed the bid satisfactorily, that we could proceed with the upgrades.

#### **5.3 Distribution and discussion of policies to be reviewed for next meeting.**

Director Weiss distributed the current 12 year old Collection Development Policy to the board for discussion at the next meeting. It is now part of the Oregon Library Standards that policies are reviewed every 2 years. Weiss will meet with staff and propose a new policy to present to the board for discussion at the next meeting.

#### **5.4 Move Long Range Plan meeting to after new board members take office.**

Director Weiss proposed moving the long range plan to after the May elections because the Board will have two new members. The board agreed.

#### **5.5 Library grant to make STEAM kits for children.**

The library received a local DOE grant of \$3000 to create STEAM (Science, Technology, Engineering, Art, Math) kits for children that can be circulated or used in the library. The library is consulting partners and will launch an online survey to assess community wants and needs before purchasing items for the kits.

### **6.0 Other Business**

Megan Barella is conducting parenting classes in the meeting room each Saturday morning in May.

### **7.0 Future Agenda Suggestions**

Update on gutters, computer upgrading, and discussion of Collection Development Policy.

## **8.0 Board Comments**

There was discussion about Stewart Millager missing board meetings.

## **9.0 Adjourn**

The meeting was adjourned at 7:55 PM.