



**Scappoose Public Library Board of Directors  
Regular Business Meeting  
Immediately Following Budget Committee Meeting  
April 18, 2024  
Library Meeting Room also broadcast on Zoom  
Agenda**

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

The meeting was called to order at 7:55 PM. Attending were President Linda Vermillion, Vice President Jolene Jonas, Elaine Nussbaum, Lisa Lewis, and Johanna Myers. Director Jeff Weiss also attended.

**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: March 21, 2024**

Jeff left to get the checks to be signed. Board members had the check list in hand as well as the rest of the consent agenda. Jolene made a motion to accept the consent agenda. Johanna seconded. Motion passed unanimously. The financials were discussed when Jeff returned. He noted that the non-usual bills were for annual alarm tests, elevator maintenance, and sprinkler tests. JJ Duehren was getting reimbursed for the items purchased for the Earth Day event that we are going to give away.

The credit card bill was also higher because some of the data plans for our library circulating hot spots renewed and we purchased recycled grocery bags for the Earth Day event with the event logo and the logos of the event sponsors printed on them. Lisa asked if we needed help putting together the Earth Day gift bags. Jeff said that would be helpful as we have 250 to do. Jeff said the library is about \$25,000 ahead of last year's cash at this point in the year.

Jeff said he made a correction to the draft minutes after he emailed them to the board to correct a typo to correct "on" to "of". Lisa asked how much the electric tools cost. Jeff said he thought the 2 tools were \$149 each but the receipt was attached to the invoice. Lisa asked about the bill for the new server equipment. Jeff said the bill was for equipment and software only and that it had come in under the December estimate.

Jolene asked to add a discussion of a levy which was recommended by the budget committee. Lisa said that we could do that under other business, but we would need a motion to approve the new agenda to do so. Jolene made a motion to add the discussion of library levies, Elaine seconded. Motion passed unanimously..

## **4.0 Old Business**

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

Jeff stated the library had received all the Earth Day sponsorships and the Scappoose Grant of \$10,000 for the Summer event. The library is expecting the Special Districts Grant check in the next couple of weeks. The Friends of Scappoose Public Library has promised \$2,500 for Summer Reading and \$3,500 for the server replacement, which Jeff expects by the end of the fiscal year. Jeff said he expects about \$5,000 in property tax to still be paid, \$2000 in interest, and \$1,500 in library sales this fiscal year.

### **4.2 Spring Programming**

Programming has not changed, but Winter programming will sunset in late April and into May. Summer programming will start in June.

### **4.3 Reading Dragons**

The Reading Dragons go on summer vacation at the end of April. The final event is April 27, where the card design winners will be celebrated and there will be contests with the cards. Jeff said we have printed multiple cards of the winners. Those cards will be part of the normal card pack next fall. We also have professionally printed copies of all the submitted card designs so that children can have copies of their designs even if they didn't win. Staff scanned the children's designs and added them to card blanks in editing software to create the unique cards.

### **4.4 Earth Day**

Jeff said the library Earth Day celebration is 2 days away. We have planting projects planned at the Watts House and along the CZ Trail between the business park and the river in the morning. We will plant native trees along that trail to replace the wild blackberries there. In the afternoon, the police will be cooking free donated food. There will be music in the park by the Decades Band. Sponsors and community groups will have booths in the park and there will be tech talks in the library meeting room. There is also a book exchange planned for the Dolly Parton Imagination Library. Lisa asked if we were asking for a donation for the food served. Jeff said the police could not accept money, so we decided to have a free event this time. Usually at Movies in the Park in August, we ask people to give a small amount for the food to the Scappoose Community Club.

### **4.5 Scappoose Summer Outdoor Festival June 8**

Jeff said he had booked some entertainment for the event. The general outline of the event is that the morning features children's events and the afternoon is oriented towards adult programs. Native American Dancers are the separation point between the two parts of the program. We have contacted the local schools to attempt to get teen entertainers in the morning. The board discussed ideas for local people to contact for performers.

## **5.0 New Business**

### **5.1 Librarian's report**

Lisa asked how the search was going for the new part time clerk. Jeff said there had been a couple of dozen applicants and he had contacted five about interviews. The library would be having interviews next week.

Lisa asked about the 50 Year Planning Committee which Jeff serves on and which met in April. Jeff said the committee had been discussing urban growth boundary expansions and the areas recommended by ECOnorthwest. The committee will have one final meeting to make recommendations to City Council. City Council has the final approval on all things in the 50 Year Plan. Jeff said there is a complete folder of all the meeting minutes upstairs and he would forward an electronic copy of the recommendations to the board. Lisa asked if Oregon law requires that property owners within the urban growth boundary have to petition to be absorbed into the city. Jeff said that was his understanding of the law. The city could not expand into the growth areas without the property owners petitioning. Lisa asked what the main growth

areas were. Jeff said there was a large area south of Dutch Canyon Road and a small area on the south side that contains a mobile home park.

### **5.2 Resolution to accept a special purpose grant from the City of Scappoose for the Scappoose Summer Outdoor Festival.**

Linda read Resolution 75-24, a resolution to accept a special purpose grant from the City of Scappoose for the Scappoose Summer Outdoor Festival in the amount of \$10,000. Johanna made a motion to accept the resolution. Jolene seconded. Motion passed unanimously.

### **5.3 Resolution to accept a special purpose grant from the Columbia River People's Utility District for summer events.**

Linda read Resolution 76-24, a resolution to accept a special purpose grant from the Columbia River People's Utility District in the amount of \$5000 for library summer programs. Elaine made a motion to accept the resolution. Jolene seconded. The motion passed unanimously.

### **5.4 Resolution to accept a special purpose grant from the Special Districts Association of Oregon to replace the library server.**

Linda read Resolution 77-24, a resolution to accept a special purpose grant from the Special Districts Association of Oregon in the amount of \$3,500 to replace the library server. Elaine made a motion to accept the resolution. Jolene seconded it. The motion passed unanimously.

## **6.0 Other Business**

Jolene asked to start discussion towards the steps needed to pursue a library levy on the ballot in response to concerns raised by the budget committee. Jeff said there was a library board election in May 2025 and he thought if this was pursued, that would be the goal to pursue. Jeff said he would also need to attempt to calculate what the cost would be to pursue the levy. The group discussed pending levies. The jail has an upcoming levy as does the sheriff and 911. There was concern about the number of levies being imposed. Jeff said he would need to research the law governing levies. Johanna was concerned about the level of property taxes in Oregon as was Linda. Jolene said we didn't want to compete with other large levies in the county, even though the library levy would be small. Jolene made a motion to investigate options for a library levy. Lisa seconded and called for a vote. Motion passed unanimously.

## **7.0 Future Agenda Suggestions.**

## **8.0 Board Comments**

Lisa said she was excited to be on a board that pursues its long term goals.

## **9.0 Adjourn.**

The meeting was adjourned at 8:30.