



**Scappoose Public Library Board of Directors  
Regular Business Meeting  
May 16, 2019  
Following Budget Meeting  
Library Meeting Room**

**Agenda**

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

Attending: Board President Kevin Freimuth, Bill Blank, Lisa Lewis, Library Director Jeff Weiss. The meeting was called to order at 7:03 PM. Kevin led the group in the Pledge of Allegiance

**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: April 18, 2019**

Bill made a motion to accept the consent agenda. Lisa seconded. Motion passed.

**4.0 Old Business**

**4.1 Oregon Library Association Conference Reports**

Director Weiss presented staff reports from the Oregon Library Conference training sessions (attached) and briefly went over the reports with the board

**4.2 Movies and Concerts in the Park**

The schedule for the concerts (attached) is final and paperwork has been turned in to the city to use Heritage Park for the events including the August movies.

**4.3 Budget Adoption Date**

The public hearing for the library budget will be June 20 at 6:30 pm and the budget will be adopted at the 7 PM board meeting. It is important to have a board quorum at the meeting, for the adoption process. Kevin will be on vacation that day. Lisa made a motion to set the date as June 20. Bill seconded. Motion passed.

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

The Earth Day Committee estimated that 80 adults and 60 children attended the event. Plants were planted around the fountain and community groups had booths. The Watts House sold 120 ice cream cones. All food was served on reusable plates. The event will continue next year

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

19 people attended the event. The library gave away 25 copies of Worthy Brown's Daughter to the public. Gregory Noakes was surprised that the group had read his book and had questions about it.

#### **4.6 Summer Reading 2019 "A Universe of Stories".**

The board was given a packet of promotional and activities for the 2019 Summer Reading program titled "A Universe of Stories."

#### **4.7 Gutter Repair**

New downspouts were installed to try to stop the gutter overflow by the front door.

#### **4.8 Rebuild of Staff Computers**

More Power Computers is rebuilding the staff computers with new hard drives and software. The staff computers will have Windows 10 and Office 2019 when deployed.

#### **4.9 STEAM Kits for Children/survey.**

The library has received the grant check for the STEAM kits. Director Weiss stated that he wanted to have some kits available for the beginning of Summer Reading. Staff have written an online survey to get public feedback on what people want in the kits. So far, the feedback is that people want science and technology kits for elementary school and junior high school students. There will be a brief article about the kits in the Spotlight on June 21.

### **5.0 New Business**

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

#### **5.2 Proposed revised collection development policy.**

The board received a draft of the proposed Collection Development Policy. Public attendees also received a copy. Changes to the existing policy were discussed. The library mission statement is in the policy and the library is defined as a popular materials library based on the mission statement. The new policy also defines the procedure the library has always operated under where any card can check out any item. Selection process and how selectors are assigned is also now defined in the policy. The materials reconsideration process has also been changed to a three step progressive process. The board took the policy under advisement and will address it again at the June board meeting.

#### **5.3 Community Enhancement Grant**

The library is applying for a Scappoose Community Enhancement Grant in the amount of \$2000 to underwrite summer programs. The city council presentation is June 3<sup>rd</sup> and council issues grants on June 17. Money would be paid in the next fiscal year.

### **6.0 Other Business**

None

### **7.0 Future Agenda Suggestion**

Collection Development Policy and other policy revisions.

### **8.0 Board Comments**

## **9.0 Adjourn**

Meeting was adjourned at 7:46 PM.