



**Scappoose Public Library Board of Directors  
Regular Business Meeting  
June 17, 2021  
Immediately following Budget hearing  
Library Meeting Room  
Also broadcast on Zoom**

**Minutes**

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

The meeting was called to order immediately following the end of the Budget Hearing. Attending Curtis Francis, Mary Jo Mazzella, Lisa Lewis, Stewart Millager, Linda Vermillion, Jeff Weiss. The meeting was called to order at 6:40 PM.

**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: May 27, 2021**

Jeff presented the Secretary – Treasurer's report and the bills to be paid. Weiss explained the bills to be paid. Stewart made a motion to accept the Consent Agenda. Lisa seconded. Motion passed.

**4.0 Old Business**

**1.1 Reopening of Library. Library Hours. Staffing. Meeting room reopening.**

The library plans to reopen fully to the public on June 30 without restriction when Oregon reopens. The library will encourage patrons to wear masks in the building because of the unvaccinated children who will be on premises. Staff is coming in when the library is closed on July 5 to reinstall the furniture and computers taken down to comply with Oregon COVID requirements. The library has been very busy even with appointments since school let out.

**1.2 Scappoose Centennial Celebration**

The library is extensively involved in the Scappoose 100 Celebration and is in charge of the events in Heritage Park. The events, performers, and schedule is final for the event and is posted on the scappoose100.com. The event is funded through donations. The event is looking for volunteers and vendors.

**1.3 Little Free Library on Library Grounds**

This is now an official Little Free Library and listed on the international map.

#### **1.4 Columbia County Reads with ALA Community Conversations Grant**

The county libraries have been meeting to plan this September event. We will have county wide events around the themes of advancing education and minorities in science throughout August and September capped with an event with a 97 year old female codebreaker from WWII. Some of the events we are capitalizing on are free introduction to technology and advanced manufacturing at OMIC and PCC Scappoose and the tours of PCC and OMIC August 13-14. The county children's librarians are planning STEAM events after summer reading.

#### **1.5 Summer Reading Program 2021**

Summer Reading started June 12 and we have numerous sign ups. Events and storytime start the first of July

#### **1.6 Movies in Heritage Park**

The site license that the library is paying for in this month's bills will pay for the projection fees for Movies in the Park as well as any other park showings that we wish to do this year. We plan for movies every Friday night in August and the first weekend in September.

### **2.0 New Business**

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

The librarian's report was presented and discussed.

#### **2.2 Discuss and adopt budget. Approve permanent tax rate.**

Stewart made a motion to accept the revised budget documents which increase the budget by \$6000 to a total of \$565,000 with \$120,000 held in reserve and \$58,000 in contingency. His motion was to accept the revised budget documents as discussed during the public budget hearing which are the LB-30, LB-20, and LB-31 personnel and detailed expenditures. Lisa seconded. Motion passed.

Stewart made a motion to accept Resolution 70-21 Adopting the Budget. Curtis seconded. Motion passed. Stewart made a motion to accept the part of Resolution 70-21 Making Appropriations. Mary Jo seconded. Motion passed.

Stewart made a motion to impose the permanent tax rate of .2536 per thousand dollars of assessed value from Resolution 70-21 Adopting the budget. Curtis seconded. Motion carried.

Stewart made a motion to accept the Resolution Categorizing the Tax from Resolution 70-21 Adopting the Budget. Curtis seconded. Motion carried.

Board President Curtis Francis will come into the library after the meeting to sign resolution.

#### **2.3 Library Mural and Grant.**

The board discussed a grant the library has been working on as a project with Tumblewheel Studios. The grant is for summer children's programming and is an award from the Oregon Community Foundation. As part of this grant, the library will serve as a site for a mural about the City of Scappoose which would be placed on the side of the HVAC enclosure. Covering the completed mural with Plexiglas to avoid vandalism. The board discussed having a public presentation of the mural design at the June board meeting

#### **2.4 State ARPA Grant.**

The library is eligible for an American Rescue Plan Act grant for summer services and access through the State Library of Oregon. All grants have to fulfill one of the following five areas:

- Connectivity
- Digital Equity and Inclusion
- Equity, Diversity, Inclusion, and Anti-Racism
- Workforce Development
- Needs Arising from the Pandemic

Weiss discussed items he would like to pursue as part of the grant. The library already purchased much of the items to address digital equity. The library purchased hotspots, laptop computers, and enhanced WiFi which broadcasts into the park 24/7. Some of the allowed activities are not possible for our library because of limited staffing. Weiss also does not think the library is able to do effective workforce development.

What Weiss would like to pursue are needs arising from the pandemic, culturally sensitive books to give to minority communities, and expanding access to digital books.

For the needs arising from the pandemic he recommended adding a bottle filling station, picnic tables for outside programming and events, and solar charging stations for personal devices. He also wants to budget money from the grant to purchase eBooks and cultural specific books that the library can give out through social service agencies in the county. Jeff wants to apply for a "small" grant of just under \$20,000. All money if granted needs to be paid out by August 2022. Weiss stated he does not have good figures for quantity from United Way or CASA for their book request.

The board agreed that Jeff should pursue the grant in the amount of slightly less than \$20,000 and to spend it half on needs from the pandemic for outside the library and the rest split between ebooks and culturally sensitive books to give away to children in need.

### **3.0 Other Business**

Jeff needs checks signed. He also bought Stewart a strawberry cake as going away present from the board.

Jeff asked the board if they want access to the strategic plan survey. The board decided they would rather have the survey answers in print forms

### **4.0 Future Agenda Suggestions**

Strategic plan finalization.

### **5.0 Board Comments**

The board expressed gratitude to Stewart for his years of service on the board

### **6.0 Adjourn**

The meeting was adjourned at 7:40 PM.