



**Scappoose Public Library Board of Directors  
Regular Business Meeting  
September 15 2021  
7 PM  
Library Meeting Room also broadcast on Zoom**

**Minutes**

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

The meeting was called to order at 7:05 PM. Attending were Linda Vermillion, Board President Curtis Francis, Jessica Whitney, and Director Jeff Weiss. Absent: Mary Jo Mazzella, Lisa Lewis. Curtis 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: July 15, 2021**

Director Weiss presented the reports, minutes and bills. He noted that the library is in a substantially better cash position than it has been in for a long time and should have at least \$110,000 cash on hand at the end of October. New tax revenues arrive in November. Linda made a motion to accept the consent agenda. Curtis seconded. Motion passed.

**4.0 Old Business**

**1.1 Reopening of Library: Library Hours Expanded. New Staff.**

Director Weiss stated that the library is fully open with pre-pandemic public hours. In person public programs are still not happening, but staff has provided take home programming for children and adults since the end of summer reading. The meeting room is being rented out to organizations and individuals. Katie, the new staff member is working full hours and doing a good job.

**1.2 Scappoose Centennial Celebration**

Director Weiss reported that the Centennial is done and was a moderate success with somewhat less than 2000 attendees. Public feedback was positive. It was a lot of work.

**1.3 Columbia County Reads with ALA Community Conversations Grant Event Delays**

The library directors in Columbia County decided to move back all in-person events for Columbia County Reads to October/November due to the Covid outbreak. We also have revised the children's events by

partnering with OMSI to present virtual science and space science programs. We still plan on a big adult event in Columbia Center with the Columbia County Historical Society.

#### **1.4 Summer Reading Program 2021 Final**

Slightly less than 500 children participated in summer reading in 2021. 149 completed all reading activities. 18 adults participated and completed all activities in the adult reading club. There were 23 in person events and 2 virtual events with a total program attendance of just over 1400. We gave away nearly 600 children's books. The program was completed with the traditional end of summer event in Heritage Park this year catered by local vendors Pirate Ice Cream.

#### **1.5 Movies in Heritage Park Final**

This was another successful season although attendance was affected some by the pandemic. Next year, we will concentrate on children's oriented movies because they draw the best attendance.

#### **1.6 Library Mural Progress Report**

Mural is in process but not completed. Each letter is being painted by a different student and progress is varying depending on the student. One student has not started on their letter yet. We are expecting the mural to be complete soon. Director Weiss will contact Tumblewheel Studios, who is teaching the students about completion.

#### **1.7 State ARPA Grant Progress**

Director Weiss stated he has ordered the bottle filling station and the solar device chargers. The device chargers have arrived and are in the library basement. He will be ordering the picnic tables to be delivered to the Scappoose Parks Department by the end of the month. Director Weiss stated he ordered the bottle filling station on his personal credit card. Global Industrial, the supplier, has been slow and hesitant to extend credit terms and their bid on a 30 day account is 10% higher than their online catalog price. In addition, they send a 15% off ecoupon to use on any purchase on their website, so Weiss made the decision to use the coupon and save \$330 on the purchase.

#### **1.8 Strategic Plan Discussion**

Director Weiss presented a version of the draft Strategic Plan (attached) with items noted that were either in process or completed. Director Weiss explained the different in process items and completed items and what was done to make the progress on those action items. The library is doing a lot more community outreach with varying levels of success. Most of the physical building goals have been met. The hard goals related to increasing library funding have generally not been started.

Responses to the public survey were also discussed. Many responses were related to the size of the facility (too small) and funding (too little). The size issue was discussed, but the library is limited by the size of the land leased which does not allow a bigger building footprint. Funding is limited by the permanent tax rate of .2536 per thousand. The most common request for things the library does not offer is for tools of various kinds. The issue of liability and cost was discussed.

One big goal that was discussed and Weiss would like to implement is delivery between the St. Helens library and an online customer request form. Both are contingent on getting buy in from St. Helens.

### **2.0 New Business**

#### **2.1 Librarian's report**

Director Weiss presented his reports for July and August. They are attached.

#### **2.2 Motions to Add Board Member Linda Vermillion to checking account and remove Stewart Millager**

Curtis read and made the motions (attached) to remove Stewart Millager from the library bank account and add Linda Vermillion. Lisa seconded. Motion passed. Motions need to be signed by all board members.

**2.3 Motion to Accept and Appropriate Oregon State Library ARPA Grant.**

Director Weiss read the motion to the board. Curtis made a motion to accept. Jessica seconded. Motion passed unanimously.

**3.0 Other Business**

There was none.

**4.0 Future Agenda Suggestions**

**4.1 Adopt Strategic Plan at October Meeting.**

**5.0 Board Comments**

Curtis expressed disappointment that we did not complete the September movie in the park.

**6.0 Adjourn.**