

**Scappoose Public Library Board of Directors**  
**Regular Business Meeting**  
**March 18, 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 Lisa Lewis, Mary Jo Mazzella, Curtis Francis, Stewart Millager and Director Jeff Weiss. 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: January 21, 2021**

Director Weiss reviewed the Secretary – Treasurer's report, the bills, and minutes. The board voted to table the financial report because they had not had enough time to look over the report. Lisa made a motion to approve the bills and minutes and hold approval of the Secretary Treasurers report until April. Curtis seconded. Motion passed.

**4.0 Old Business**

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

Further loosening of browsing requirements for the library was discussed. We discussed not loosening restrictions until the county was in the safe level based on status from the state health department. Director Weiss discussed the library is pursuing having outdoor story time in the park. The city will require liability insurance and a social distancing plan to have outdoor programs.

**1.2 County Library Board election 2021**

The library has a full slate of candidates with a challenger for seat #1 in this May's election.

**1.3 Meeting Room Doors Handicapped Accessibility grant/work**

Director Weiss reported that the meeting room doors have been completed and paperwork for the Special Districts of Oregon grant have been submitted, approved and the library is waiting on the check.

**1.4 Scappoose Centennial Celebration**

Director Weiss discussed planning he has been involved with for the August Scappoose Centennial. He has been working on a committee with Michael Curry Design to paint a "Past, Present, Future" mural on the side of City Hall facing Highway 30. The Centennial will now have an earlier opening on Friday which means Weiss's activities committee will need to have more activities for people to do. The celebration is being split between Veterans and Heritage park with the music and sports activities in Veteran's Park and the family activities being held in Heritage Park. There is a website created for the event Scappoose100.com and there will be social media sites created too. Event dates are August 13-14. It will be a live event.

### **1.5 Little Free Library on Library Grounds**

The case for the Little Free Library has arrived and the librarians are debating how to install it because of the slope in the library sidewalk. The question is whether to build a base for it so it is level.

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

The library has applied for an ALA grant to pay for Columbia County Reads this year. Director Weiss has been attending required education sessions for the grant. ]

## **2.0 New Business**

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

Director Weiss presented the librarian's report. The library received a \$3000 grant from the NW Educational Hub to purchase books for young children on emotional development. The library will be having activities and themed displays around those books. The library is also using grant money to purchase a couple of hundred books on the theme to give away to children through county social service agencies. The children's nook painting, remodeling, and new shelving is complete. The library has a full slate of citizen budget committee applicants.

The 2 responses the library had received to our strategic plan survey were discussed and possible solutions to the action steps one respondent wanted added were discussed.

### **2.2 Approval of 2021-22 Citizen Budget Committee**

The applications for the Citizen Budget Committee were discussed. Three members are returning from past years committees and there are two new applicants; Marissa Jacobs and Marsha Holbrook. Both currently work in financial planning and have created corporate budgets. Stewart made a motion to accept Sandra Wiggs, Linda Gittings, Lisa Miyamoto, Marissa Jacobs, and Marsha Holbrook as the Citizen Budget Committee for 2021-22 with Jeff Weiss as the budget officer. Lisa seconded. Motion carried.

### **2.3 Initial Responses to Strategic Plan Survey**

This was discussed under the Librarian's Report.

### **2.4 Discussion/Selection of New Library Logo**

Wendi Andrews created several new designs for the library logo to replace the book/scroll design currently used. The five favorite designs as selected by library staff were presented to the board. All designs are based around a book and trees design. After discussion, the board decided to approve the logo with the books to the left hand side and multicolored letters with one correction to lighten the palest letters in the "Scappoose Public Library" so that they are easily reproducible.

## **3.0 Other Business**

The board made arrangements to sign checks the next day.

## **4.0 Future Agenda Suggestions**

## **5.0 Board Comments**

## **6.0 Adjourn**

Stewart mad a motion to adjourn. Mary Jo seconded. The meeting was adjourned at 8:57 PM.