



**St. Helens Public Library
Library Board Meeting
Monday, 11/14/2022, 7:15pm
Via Zoom (Details below)**

AGENDA

- i. 7:15 P.M. CALL TO ORDER
- ii. INVITATION FOR PUBLIC COMMENT – SPEAKERS ARE LIMITED TO 5 MINUTES
- iii. REVIEW AND APPROVE MEETING MINUTES FROM OCTOBER 10, 2022
- iv. OLD BUSINESS
 - a. Strategic Plan – Rachael Barry
- v. NEW BUSINESS
- vi. LIBRARY DIRECTOR'S REPORT
- vii. CITY COUNCILOR'S REPORT
- viii. DISCUSSION ITEMS
- ix. SUMMARIZE ACTION ITEMS
- x. ADJOURNMENT

VIRTUAL MEETING DETAILS

JOIN: <https://us02web.zoom.us/j/84738119932?pwd=OWRKRGI3ME81dTU4QVEyQTIEZDMrdz09>

Meeting ID: 847 3811 9932

Passcode: 502991

Dial by your location: 1-253-215-8782

The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired, for a digital device to access a virtual meeting, or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by contacting the St Helens Public Library at 503-397-4544.

Be part of the vision and get involved... volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217

City of St. Helens
Library Board
Minutes from Monday, October 10, 2022
St. Helens Public Library via ZOOM

Members Present

Dan Davis, Past Chair
Rob Dunn, Chair
Melisa Gaelrun-Maggi
Ellen Jacobson
Jana Mann, Vice Chair
Aaron Martin
Lynne Pettit

Members Absent

Jessica Sturdivant
Diana Wiener

Guests

Shanna Duggan

Councilors in Attendance

Staff Present

Suzanne Bishop, Library Director
Dan Dieter, Library Board Secretary

CALL MEETING TO ORDER: The meeting was called to order at 7:17 pm by Chair Dunn.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: N/A

PREVIOUS MEETING MINUTES: Minutes were reviewed and approved.

OLD BUSINESS: STRATEGIC PLAN UPDATE: Government Affairs Specialist Rachael Barry asked board members if they had any stakeholder names or any questions that might be used to gain a better understanding of the community's perspective of library services. The group discussed the myriad stakeholders that might be contacted and how to go about dividing the list to make those contacts. Specialist Barry populated an online sheet with potential groups, such as city government, the food bank, educators, as well as individuals in the community like seniors, students and folks that live outside the city. Member Gaelrun-Maggi mentioned that one group that was included in the last strategic plan was Spanish speakers, and that we may have had a difficult time reaching that

group. Member Jacobson stated that she would contact the Food Bank. Member Pettit stated that she has been talking with Justin Walker at the St Helens Senior Center about what library services might be needed there. Member Martin asked about the folks who might not be able to travel to the library, which led to the question of whether the Grange might be a good location for folks living in the rural areas. Member Mann suggested piggybacking onto mailing lists from the school district. Member Davis asked about outdoor groups like folks who are fishing and hunting. Chair Dunn asked about the performing arts groups, like thespians. The group then discussed what types of questions to ask the stakeholders, i.e., services already being provided and services that might be provided in the future. Questions like "if money wasn't an issue, what would your ideal library look like?" Member Davis asked how the groups might be split up. Chair Dunn stated that he and Jessica could take the educators list, Member Pettit stated that she would like to work with Councilor Birkle to talk to the rural groups and Justin Walker at the Senior Center to talk about their service needs.

NEW BUSINESS: Member Gaelrun-Maggi stated that she is preparing for this year's Kiwanis's Children's Fair. Member Gaelrun-Maggi works in the Parks and Recreation department and will host a table at that event for her department. She stated that the library board could share space at her table if they wanted to. This year's event is scheduled at the McBride School on October 29th from 10:00 am to 4:00 pm. Member Gaelrun-Maggi also shared a screen with information about this year's Trunk or Treat event. Member Gaelrun-Maggi will be running the table for the Parks and Recreation department and the Library. She asked the group to pick a theme, either "Under the Sea" or "Candyland." There will be candy to hand out as well as flyers and other items. The board can help with setup from 3:00 pm to 5:00 pm, the event from 5:00 pm to 8:00 pm or the breakdown from 8:00 pm to 9:00 pm. The event will be held at St Helens High School. Director Bishop stated that the Friends of the St Helens Public Library (the Friends) donated funds for the purchase of bookmarks for the event. Member Gaelrun-Maggi stated that she will send out an email to board members with more details.

LIBRARY DIRECTOR'S REPORT: Director Bishop welcomed new board member Ellen Jacobson. She stated that she will be part of the Youth Librarian interview that is scheduled for tomorrow [October 11, 2022]. The interviewee has worked with multiple age groups and has experience with a Makerspace. Director Bishop reported some of the statistics from this year's Summer Library Challenge, e.g., there were 679 total participants, with 157,148 minutes read, and a total of 254 awards handed out. Makerspace Technician Allen Hansen met with Fab Lab Coordinator Sarah Burns from the Portland Community College Oregon Manufacturing Innovation Training Center (PCC-OMIC) to talk about collaboration. This may allow makers using our space to gain access to the facility to work on projects there. Director Bishop stated that the Repair Fair is continuing to be organized and we have 5/6 volunteers so far. It is scheduled for November 5th here at the Columbia Center. Board members were asked if they, or someone they know, might be interested in helping, to let library staff know. In other news, Director Bishop stated that the library will be closed Thursday November 24 through Saturday November 26 for Thanksgiving. The next staff meeting will include a

postponed fire drill. The library is handing out Covid-19 test kits that were brought to us by Columbia Health Services (CHS). So far, we have handed out 170 tests, and CHS has delivered 180 more for distribution. The display cases in the hallway will be used for a musical instrument display. Les Watters from the Columbia County Museum Association and Teresa Knight from the Columbia Arts Guild will be putting the display together. Some future display topics will include history of the St Helens waterfront and rocks and gems. The Friends have donated funds to pay for Halloween goodies for the Trunk or Treat event as well as funds for the purchase of new egress windows for the children's room. Director Bishop also talked with Todd Jacobson of Columbia County Mental Health (CCMH) about the desire to find a way of getting library cards to houseless / homeless folks in the community. Th CCMH might take responsibility for lost or damaged items if that is an impediment to card access.

CITY COUNCILOR'S REPORT: N/A

DISCUSSION ITEMS: Member Gaelrun-Maggi stated that there seems to be ongoing confusion about the name of the Columbia Center, with some referring to the building as the Library Community Center. Member Mann gave an update on the National Novel Writing Month (NaNoWriMo) annual activity. This year's event will be in person, allowing for all the usual activities like the late night write and other events for the participating writers. They will have a dedicated space in the building for the month of November. Member Pettit stated that the Friends will have their book sale on Friday October 21 and Saturday October 22. They are looking for volunteers to help with setting up on Thursday and putting things away on Saturday. A volunteer for the Friends took three boxes of books over to the jail and that was well received. The Friends also donated a thousand dollars for the egress window in the library and about two hundred dollars for the Trunk or Treat event.

SUMMARIZE ACTION ITEMS: Specialist Barry will send out an email in a week or two with a stakeholder list. If anyone is interested in volunteering for the Repair Fair or the Friends' book sale, please contact those groups when you can.

NEXT MEETING: The next regularly scheduled meeting will be Monday, November 14, 2022, at 7:15 p.m. via Zoom.

ADJOURNMENT: Chair Dunn adjourned the meeting at 8:32 pm.

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Respectfully submitted by:

Library Board Secretary, Dan Dieter

2021-2022 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Davis	Dunn	Gaelrun-Maggi	Jacobson	Mann	Martin	Pettit	Sturdivant	Wiener
07-11-2022	P	P	P	-	P	-	-	E	E
08-08-2022	P	E	P	-	P	P	P	P	P
09-12-2022	P	P	P	-	P	P	P	P	U
10-10-2022	P	P	P	P	P	P	P	E	U
11-14-2022									
12-12-2022									
01-09-2023									
02-13-2023									
03-13-2023									
04-10-2023									
05-08-2023									
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