



**St. Helens Public Library
Library Board Meeting
Monday, 1/9/2023, 7:15pm
Via Zoom**

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Call to Order

Invitation to Citizens for Public Comment – Speakers are limited to 5 minutes

Review and Approve Minutes from the December 12, 2022, Meeting

Strategic Plan – Rachael Barry

Library Director's Report

Board Member Concerns / Comments / Questions

Summarize Action Items

Adjourn Meeting

City of St. Helens
Library Board
Minutes from Monday, December 12, 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
Jessica Sturdivant

Members Absent

Diana Wiener

Guests

Deb Rogers

Councilors in Attendance

Stephan Topaz

Staff Present

Suzanne Bishop, Library Director
Aryn Keeney, Youth Librarian
Dan Dieter, Library Board Secretary

CALL MEETING TO ORDER: The meeting was called to order at 7:16 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: Director Bishop introduced the new Youth Librarian, Aryn Keeney. We are happy to have them here. They were introduced to the City Council last week. The local paper, The Spotlight, will be featuring them in an upcoming article. Youth Librarian Keeney stated that she has finished their second full week and is excited to be here. They feel right at home in a small library and hope to make an impact. They are also very excited to work with Makerspace Technician Allen Hansen, as they are very experienced with Makerspaces. They will have two Storytimes

set up, an all ages next week and then regular programming starting in January, 2023. Chair Dunn asked where they were from, and they stated they are originally from Indiana, but have lived in the Portland area for the last 10 years. Their library experience is mostly from the six years spent at the Shute Park branch of the Washington County Cooperative Library Services. Member Sturdivant stated that she looked forward to bringing her kids in and meeting them in person. Government Affairs Specialist Rachael Barry was not in attendance, so Director Bishop asked for updates from the group. Member Davis and Member Pettit gave an update on their interaction with Senior Center Executive Director Justin Watson. Member Pettit stated that the questions from the list were asked, and it was indicated by Executive Director Watson that they would like to have information from the Library at least a month in advance so they can add it to their own calendar of events and they would like to get their information by email. The two board members were given a tour of the Senior Center and they saw many indications that the residents like to read and would like a stronger connection to the Library. Executive Director Watson did indicate that they have a need for transportation to get books to and from the Library. Chair Dunn stated that the local public transportation service Columbia County Rider might be able to help, but he was not sure about the cost. Director Bishop asked how well the questions worked, Member Davis stated that they just asked the questions from the PowerPoint slide set and then took notes. They felt that it is important to ask the same questions to each group that way the data can be correlated. It might be okay if the answers are expanded, but the questions need to be the same. Director Bishop stated that she would check with Government Specialist Barry about how to list the answers given. Councilor Topaz commented that it might be a good idea to have one person ask the questions and one person take the notes. Member Martin asked how others were asking the questions, and Member Sturdivant had a similar question. Director Bishop stated that the plan is to have the survey questions accessible through a Quick Response Code (QR code) and that would make the survey process easier. It would even be possible to put the survey on one of the public computers in the Library. Member Martin commented that the veterans' groups might not be able to respond with this method. Chair Dunn stated that it might work better to go into a business and ask the questions in person. Councilor Topaz stated that he has had similar experiences when talking to veterans. Director Bishop suggested that it might work well to gather small groups in each area rather than taking an individual approach. Member Davis commented that there is tremendous value in going to where the group is, meeting them in their place, because you will get more information about the group that way. For example, going to the Senior Center gave us an opportunity to see how important reading is to the residents there. Member Sturdivant thought it would be a good idea to have the QR code available during story times. Director Bishop shared the PowerPoint slides and noted that new information was added by her and Member Jacobson after discussing how to get the 68 City staff members involved. Management staff will be asked to spread the word. Chair Dunn stated that it will be important to keep the questions the same. Councilor Topaz stated that it is always difficult to get responses from surveys, and it looks like we're doing a good job so far. Member Jacobson commented that it was good to hear feedback from Members Pettit and Davis on their interaction with the Senior Center. The group reviewed the list of stakeholders that was shared online. Member Davis commented that the list didn't

have the Native American community listed, and so that group was added. The group also discussed the importance of interacting with the Spanish speaking community. Councilor Topaz added that this is a group that can be difficult to survey as they tend to not want attention. Member Sturdivant stated that the survey should be in Spanish and English and could be taken to places like the food bank in an effort to reach low income groups. Councilor Topaz suggested that the information for Spanish speakers could be distributed through the school district newsletter as the younger kids tend to be less afraid to get involved. Member Sturdivant commented that we should also try to reach out to the LGBTQ groups.

NEW BUSINESS: Chair Dunn asked if the group wanted to continue to meet as Zoom only or if anyone was interested in meeting in a hybrid format, which would include meeting in person. The group decided to continue to meet in the Zoom only format for the foreseeable future.

LIBRARY DIRECTOR'S REPORT: Director Bishop listed the holiday closures for the Library, viz., that we will be closed December 23 through December 26, and also January 2. Director Bishop will also be away from December 27 through January 2. The City's Safety Coordinator, Ethan Stirling, will walk through the building with staff during the next staff meeting as part of active shooter training. The lighting around the staff parking area is going to be improved. The City has a plan that will put lights in that area to increase staff safety at night. Columbia County Health Services have brought new boxes of the Covid-19 test kits that will expire at the end of January. The Library has added its 158th item to the Library of Things collection. Patrons have told us that this collection the best thing that has happened to the Library in the last 10 years. The collection has anything from a thermal leak detector to pickle ball sets. The Wi-Fi hotspots are a very popular part of this collection and are almost always checked out. The collection also includes STEM kits. There is a plan to return to adult programming in the Spring. The goal is to host events that are needing a place to meet. Some program ideas include disaster preparedness, outdoor programs, history programs and horticulture programs. The Makerspace hosted a holiday decoration/gift program for City employees. The program was sponsored by Employee Health and was well attended. The Makerspace schedule is getting more and more filled; Library staff will be addressing how to accommodate that in the new year.

CITY COUNCILOR'S REPORT: Councilor Topaz stated that this would be his last meeting as a new City Councilor will be assigned in January 2023. Councilor Topaz recounted his early years attending libraries and how important it is to get information. And the amount of information that is available is expanding. Life is improved because of having a library, and the job of the library is going to get bigger, so we need to think bigger. Director Bishop thanked Councilor Topaz for his years of service and for being an enthusiastic supporter of the Library.

DISCUSSION ITEMS: N/A

SUMMARIZE ACTION ITEMS: Director Bishop will follow up with Rachael Barry and update the PowerPoint slides, the stakeholders spreadsheet and organize SurveyMonkey. Secretary Dieter will let City Recorder Kathy Payne know that the group will remain in the Zoom only format.

NEXT MEETING: The next regularly scheduled meeting will be Monday, January 9, 2023, at 7:15 p.m. via Zoom.

ADJOURNMENT: Chair Dunn adjourned the meeting at 8:40 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	P	E	P	P	P	P	P	P	U
12-12-2022	P	P	P	P	P	P	P	P	U
01-09-2023									
02-13-2023									
03-13-2023									
04-10-2023									
05-08-2023									
06-12-2023									