



ST HELENS PUBLIC LIBRARY BOARD MEETING

Monday, August 14, 2023, 7:15pm via Zoom (Details below)

AGENDA

CALL TO ORDER

VISITOR COMMENTS: *Limited to three (3) minutes per speaker.*

APPROVAL OF MINUTES

1. Approve minutes of July 10, 2023

OLD BUSINESS

1. Strategic Plan

NEW BUSINESS

LIBRARY DIRECTOR'S REPORT

COUNCILOR'S REPORT

OTHER BUSINESS

SUMMARIZE ACTION ITEMS

ADJOURNMENT

VIRTUAL MEETING DETAILS

<https://us02web.zoom.us/j/86748974195?pwd=eElyM3MwN0xOenZSK2ZwVmRDS2plZz09>

Meeting ID: 867 4897 4195

Passcode: 628104

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
ACTION Minutes from Monday, July 10, 2023
St. Helens Public Library via ZOOM

Members Present

Rob Dunn, Past Chair
Melisa Gaelrun-Maggi
Ellen Jacobson
Jana Mann, Chair
Aaron Martin, Vice Chair
Lynne Pettit
Fatima Salas
Jessica Sturdivant

Members Absent

Diana Wiener

Guests

Councilors in Attendance

Patrick Birkle

Staff Present

Suzanne Bishop, Library Director
Dan Dieter, Library Board Secretary

CALL MEETING TO ORDER: The meeting was called to order at 7:17 p.m. by Chair Mann.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: N/A

PREVIOUS MEETING MINUTES: Minutes from June 12, 2023, were reviewed and approved.

OLD BUSINESS: STRATEGIC PLAN UPDATE: The group reviewed the final proposed strategic plan that was submitted by the Strategic Plan subcommittee, which included members Jacobson, Martin, and Sturdivant, and Director Bishop. Goals one and two were switched. Member Martin stated that he thought it was ready for submission to the City Council. Director Bishop stated that she will put it into the proper format. The plan was approved by unanimous vote of the board and will be submitted to the City Council for

their review and approval at the July 19, 2023, City Council meeting.

NEW BUSINESS: Chair Mann stated that there was a prior interest in reviewing the current library mission statement. Secretary Dieter suggested that a committee be formed for that purpose. That committee will be made up of Members Jacobson, Sturdivant, and Salas, as well as Director Bishop.

LIBRARY DIRECTOR'S REPORT: Director Bishop stated that the Summer Library Challenge is in week four, and there are 127 adults, 55 teens and 250 youths signed up. The youth group has logged over 51,000 minutes read, followed by the adult group at over 50,000 minutes and finally the young adult group at over 24,000 minutes read. Some of the remaining funds in the 2022 / 2023 budget have been used to purchase items from Library2Go for our patrons who have been waiting in the holds queue. This is a valuable service for our patrons. The library has changed the newspaper subscription from the *Wall Street Journal* to *USA Today*. We will be testing how well it circulates. In fiscal year 2024 we will replace the security camera system. The replacement will allow the addition of cameras on the front porch and the exterior of the Makerspace. The semi-annual report for City Council will be given at their August 2, 2023, work session. It will include updates on the strategic plan, the Summer Library Challenge and 2023 budget information. There were 115 visits to the library table at the Citizens in the Park Day. Friends of St. Helens Library had an adjacent table and also had many visitors. The bi-annual genealogy conference is scheduled for September 15 – 17, 2023. The library will be closed for Memorial Day on September 5. Our Makerspace volunteer will not be available for about six weeks due to a family emergency. August might be the earliest that we can look at ongoing programming.

CITY COUNCILOR'S REPORT: Councilor Birkle stated that his recent meeting with Director Bishop went well. He agrees with the comments of other members that the staff are great and are doing great work. He enjoys being the liaison with the library and is looking forward to seeing the strategic plan come to City Council.

DISCUSSION ITEMS: Member Gaelrun-Maggi reported that Councilor Birkle helped the City by reporting a fire at McCormick Park on July 5. Member Pettit stated that on July 26, Friends of the St Helens Public Library member Melisa Gaelrun-Maggi will become their new President. Member Pettit held that post for the last four years.

SUMMARIZE ACTION ITEMS: Director Bishop will email an outline of the semiannual report that will be given to City Council next month. Members Salas, Jacobson, and Sturdivant are the board's Mission Statement subcommittee.

NEXT MEETING: The next regularly scheduled meeting will be Monday, August 14, 2023, at 7:15 p.m. via Zoom.

ADJOURNMENT: Chair Mann adjourned the meeting at 7:51 p.m.



Respectfully submitted by:

Library Board Secretary, Dan Dieter

DRAFT

2022-2023 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Dunn	Gaelrun-Maggi	Jacobson	Mann	Martin	Pettit	Salas	Sturdivant	Wiener
07-10-2023	P	P	P	P	P	P	P	P	U
08-14-2023									
09-11-2023									
10-09-2023									
11-13-2023									
12-11-2023									
01-08-2024									
02-12-2024									
03-11-2024									
04-08-2024									
05-13-2024									
06-10-2024									