



**Library Board of Trustees Meeting Agenda**  
**Thursday, October 19, 2023, 6:30 PM**  
**Camas Public Library, 625 NE 4th AVE**

---

**I. CALL TO ORDER**

**II. ROLL CALL**

- A. Welcome Emilia Brasier

**III. PUBLIC COMMENT**

This is the public's opportunity to comment about any item on the agenda, including items up for final action.

**IV. APPROVAL OF MINUTES**

Approval of the August Meeting Minutes.

**Please Note:** There wasn't a quorum at September's meeting to approve the August Meeting Minutes. Thus, no minutes were taken.

**V. COMMUNICATIONS RECEIVED**

**VI. EXPENDITURES APPROVAL**

Approval of the September Expenditures.

**VII. AGENDA ITEMS**

- A. Building Updates.
- B. Reciprocal Borrowing.

**VIII. REPORTS**

- A. *Friends & Foundation of the Camas Library (FFCL).*
- B. *Personnel*
- C. *Second Story Gallery (SSG).*
- D. *Trustee Reports.*

**IX. NON-AGENDA ITEMS**

**X. NEXT MEETING**

- A. The next meeting will be November 16, 2023.

**XI. CLOSE OF MEETING**



**Library Board of Trustees Meeting Minutes**  
**Thursday, August 17, 6:30 PM**  
**Camas Public Library, 625 NE 4th AVE**

---

**I. CALL TO ORDER**

The meeting was called to order at 6:32 p.m.

**II. ROLL CALL**

Bonnie Carter, Samantha Horner, Rosemary Knapp, Christopher Knipes, Kerry Ticknor, Connie Urquhart, Jessie Wimer

**Excused:** Robin Owens Webster

**III. PUBLIC COMMENT**

This is the public's opportunity to comment about any item on the agenda, including items up for final action.

There were no Public Comments

**IV. APPROVAL OF MINUTES**

Approval of the June 15 Meeting Minutes.

Rosemary made the motion to approve the June 15 Meeting Minutes; Jessie seconded her motion. All were in favor.

**V. COMMUNICATIONS RECEIVED**

Nary a one.

**VI. EXPENDITURES APPROVAL**

Approval of the June Expenditures.

Both Rosemary and Jessie approved prior to the meeting.

**VII. AGENDA ITEMS**

**A. Staff Day**

The Library will be closed on Monday, September 25, for an All-Staff Training Day. All staff will be working 8 a.m.-5 p.m. We will provide breakfast, lunch, and an afternoon snack. The topic is self-care, and the agenda will include the following:

1. Keynote Speaker – looking back on what the staff has been through relating to COVID-19. How it has impacted our personal and professional lives.
2. Three to -four breakout sessions will be offered in the morning and the afternoon. Thus far these include chair yoga, guided mediation, and a hands-on webinar.

3. State of the Library from Connie.
4. A team-building exercise.
5. An EAP webinar related to working with difficult people.
6. Staff awards presented by SET.
7. Wrap-up from Connie.

**B. Building Update**

1. Steady progress is being made on the roof.
2. The HVAC project is close to being ready to begin.
3. An architect has been selected, Johnston Architects. We will receive their first proposal next week.
4. Connie is working with Vangie on a case statement on how important it is to build out the learning hive space. This will aid in fund-raising efforts through the FFCL, which could lead to potential naming conventions for the individual parts of the Hive: The Discovery Room, the ELC, and the STEM Room.
5. Johnston Architects also has a fundraiser on its staff that will be able to provide guidance with our money-raising efforts.
6. We will get on the City Council's agenda for October to present the Johnston proposal.
7. Christopher is working on bids for a partial window-cleaning for the worst offenders.

**A. Friends & Foundation of the Camas Library (FFCL).**

1. There was much discussion of whether to hold the next book sale.
2. A fundraiser dinner was discussed but eventually dismissed as being too labor intensive.
3. Suman resigned as treasurer. Vangie is filling the position until a replacement volunteers.
4. Had a robust discussion on how to better market their book sales.
5. They will be doubling the size of their offerings at the *2023 Camas Vintage & Art Faire*.
6. Sales at Camas Days were not as lucrative as in previous years, but it was still a sold moneymaker.

**B. Personnel**

1. The Library Associate position closes tomorrow at 5 p.m. To date we have received 80+ resumes, and we expect to exceed 100 by tomorrow's closeout.
2. Ellen's Farewell Party is 2-4 p.m. on August 31.

**C. Second Story Gallery (SSG).**

- The Middle School and High School July and August shows have been going well. There have been many positive comments about the caliber of work from the Middle Schools.
- In September we will showcase the second part of *Read All About It*
- In November the time-capsule items will be displayed.
- December – The end of our Centennial Year and the beginning of Read for Change in 2024 with our theme Freedom to Read in January and February.

**D. Trustee Reports.**

Nothing to add.

**VIII. NEXT MEETING**

A. The next meeting will be on September 21, 2023.

**IX. CLOSE OF MEETING**

The meeting closed at 7:16 p.m.