



**Library Board of Trustees Meeting Agenda**  
**Thursday, April 17, 2025, 6:30 PM**  
**Camas Public Library, 625 NE 4th AVE**

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**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PUBLIC COMMENT**

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

**IV. COMMUNICATIONS RECEIVED**

**V. APPROVAL OF MINUTES**

Approval of the March Meeting Minutes.

**VI. EXPENDITURES APPROVAL**

Approval of the March Expenditures.

**VII. AGENDA ITEMS**

- A. User Experience Work Plan: Leah Burch.
- B. Content Delivery Work Plan: Danielle Reynolds.
- C. Building Project Update.

**VIII. REPORTS**

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

**B. *Personnel.***

**C. *Policy.***

2.3 Rules of Conduct

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

***E. Trustee Reports.***

**IX. NON-AGENDA ITEMS**

**X. NEXT MEETING**

The next meeting is May 15, 2025.

**XI. CLOSE OF MEETING**



**Library Board of Trustees Meeting Minutes**  
**Thursday, March 20, 2025, 6:30 PM**  
**Camas Public Library, 625 NE 4th AVE**

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**I. CALL TO ORDER**

The meeting was called to order at 6:30 p.m.

**II. ROLL CALL**

Marilyn Boerke, Emilia Brasier, Samantha Horner, Rosemary Knapp, Christopher Knipes, Kerry Ticknor, Jessie Wimer (Remote), Connie Urquhart.

**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. COMMUNICATIONS RECEIVED**

Nary a one.

**V. APPROVAL OF MINUTES**

Approval of the February Meeting Minutes.

Rosemary made the motion to approve the February Meeting Minutes; Sami seconded her motion. None were opposed.

**VI. EXPENDITURES APPROVAL**

Approval of the February Expenditures.

The February Expenditures were approved by Jessie and Sami prior to the meeting.

**VII. AGENDA ITEMS**

**A. Building Project Update.**

Here are the key takeaways:

- Johnston Architects proposed moving forward with a third bid, but the City of Camas staff were hesitant to go this route again.
- City Staff want to step back and, as we did for the first bids, research why the second bids were so high.

- \* As far as Johnston Architects can determine, the threat of tariffs did not help drive up the bids.
- \* It was shared by several contractors that the upholstery for the soft stairs to the bench in the Learning Hive is very expensive.
- We have the grant that covers the external work, and we could potentially divide the project into interior and exterior (although contractors have warned this has the potential to increase our overhead costs).
- Public Works is considering managing the exterior piece. If this were to happen, based on current staffing, the interior improvements would need to be completed first.
- The interior renovations could take on many iterations, dependent on the cost-savings cuts needed.

B. Administration Work Plan.

Connie reviewed the 2025 Administration Work Plan, with key priorities being removing barriers, focusing on early literacy, building or strengthening partnerships, and encouraging lifelong learning at every stage.

C. 2024 Annual Report.

Connie reviewed the 2024 Annual Report, a deep dive into the statistics or “meat” of the services, both internal and external, that the Library offers. These include but are not limited to the following: Book Clubs, Circulation, our work with Community Partners, our Community Room Use, Outreach, Programs, the Reading Dragons program, the Second Story Gallery, our Social Media platforms, and the Summer Reading Program.

D. Discussion of the executive order that disbands the Institute of Museum and Library Services (IMLS).

Here are the key takeaways:

- The Secretary of Labor is now the acting head.
- Everything has been disbanded except the Grants to States Program, with the Washington State Library funded through September 2025. However, even this date has proved to be tentative.
- Funding cuts will lead to longer wait times and fewer available copies.

## **VIII. REPORTS**

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

Nothing to share currently

### **B. Personnel.**

We received 279 applicants for the Library Aide position. Danielle and the recruiting team have narrowed it to a field of 15 for interviewing and they are currently conducting reference checks. The team will be selecting one part-time position and two sub positions.

### **C. Policy.**

Nothing to share currently

### **D. Second Story Gallery (SSG).**

There was a very engaging *Fill the Gallery! Artist Talk* last evening.

### **E. Trustee Reports.**

A potential new resident was at the Chamber of Commerce this past Tuesday, who makes a point of checking out local libraries when traveling. He shared with Sami that he was quite enamored of the Library, stating it was a great reflection on the town.

## **IX. NON-AGENDA ITEMS**

- At the Council meeting on April 7 a proclamation will be read for National Library Week. Given the current climate any show of support from the Board will be much appreciated.

## **X. NEXT MEETING**

The next meeting is April 17, 2025.

## **XI. CLOSE OF MEETING**

The meeting closed at 7:48 p.m.