Library Board Meeting Minutes
March 07, 2023

Chairperson:	Katherine Hansen, Present
Vice-Chairperson:	Angela Christensen, Absent
Board Members:	Dez Hansen and Lori Pelkey
City Staff Present:	Librarian's Amanda Pelkey and Edith Carter, City Recorder/ Municipal Court Clerk, Lori Ross
Meeting Location:	Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Chairperson Katherine Hansen at the hour of 5:30pm.

CONCERNED CITIZEN(S) IN THE AUDIENCE: None Present.

APPROVAL OF MINUTES
- D. Hansen **motioned to approve the minutes for the January 3, 2023 Library Board Meeting and was seconded by** Pelkey. **The motion passed by a vote of 3-0.** (Yes: D. Hansen, Pelkey and Chairperson Hansen; No: None.)

THE MATTER OF FILLING A LIBRARY BOARD VACANCY
STAFF REPORT: Applicant Alexandria (Allie) Bennett was present to introduce herself. She stated she started volunteering one year ago and has been assisting with the Story Time and Craft Club programs and that she loves the community and being part of it.
- D. Hansen **motioned to recommend to the City Council that they appoint Alexandria Bennett to the Library Board with a term ending June 30, 2026 and was seconded by** Pelkey. **The motion passed by a vote of 3-0.** (Yes: D. Hansen, Pelkey and Chairperson Hansen; No: None.)

THE MATTER OF DISCUSSING LIBRARY PROGRAMS
STAFF REPORT: The Library Board reviewed the following programs:
Book Club: Chairperson Hansen commented that due to illness, Cheryl Spangler has been the volunteer for the program. Spangler will also be the volunteer for the next program, due to her vacation.
Craft Club: A. Pelkey commented it was going well and they have a new volunteer for the program, JoAnn.

D & D: No information available regarding a new campaign or re-start date.
Game Night: A. Pelkey commented the program has not been held due to no volunteer. She has two residents interested, but they still need to go through the volunteer process. The program is held the 1st Thursday of the month from 6:30pm to 7:30pm. L. Pelkey stated she could run the April 6th program.
Sewing Club: A. Pelkey stated the current program has ended and they need a new volunteer to begin again.
Story Time: D. Hansen stated the program is going well and that she has stepped back from volunteering for the program. D. Hansen suggested a Baby Story Time program on Wednesday mornings.
  * Pelkey stated the Elementary School has reached out to her regarding a field trip to the Library for Story Time. She will have information available about the new Student Library Cards and about current Library Programs for the students.
  * L. Pelkey suggested having a teacher's card where the teacher checks out the materials and the items stay in the classroom. L. Pelkey commented that the Monroe Library has a different class visit every Wednesday and suggested A. Pelkey reach out to the school principal. D. Hansen stated she would volunteer for the visits.

Lego Club: A. Pelkey commented she had four children, and four parents attended the March 3rd program. A. Pelkey suggested the board share any Library Facebook posts to help with attendance.
Computer Club: No new classes set. A. Pelkey to reach out to Kathy Sapp and see if she is willing to volunteer for a new program.
Tutoring: A. Pelkey commented they are losing one tutor due to scheduling conflicts.
Karaoke Club: A. Pelkey commented that its an informal program at this time and it was to be held on the 1st Friday of the month.

THE MATTER OF DISCUSSING PROPOSAL TO PROVIDE LIBRARY ACCESS TO STUDENTS OUTSIDE OF CITY LIMITS
STAFF REPORT: A. Pelkey stated this proposal is for students inside the school district which includes home schools and private schools. They would be issued a free Library card with limited access. A. Pelkey suggested increasing the cost of Library cards from $25 to $30 per year for non-residents to offset the potential loss of income.
* L. Pelkey stated Monroe Library charges $100 per year for non-residents.
* D. Hansen asked how many cards annually are renewed for non-residents. A. Pelkey will find out from Jeremy and verify the expiration date in Evergreen.
* Pelkey commented that there are 75 students on the bus route. A. Pelkey and Nelson to map out the school district area.
* A. Pelkey commented that we would also need to change the Library Policy to reflect the new service. It was suggested by Ross to wait until "library things" and "video game rentals" (future services) are up and running so it can be changed at the same time.

Others:

* Ross let the Board know that Chairperson Hansen term is ending June 30th. Chairperson Hansen stated she would not be resubmitting her application for a second term due to personal issues. Ross to open the position with a closing date of April 21st to go to the May 2nd Library Board meeting. Ross informed the Board that any future applicants would need to reside within the City limits.

- Ross informed the Board of the price increase for background checks from $10 to $33 and that next fiscal year, this cost would be coming out of the Library Program Fund and not the General Fund. Ross asked A. Pelkey to evaluate our current roster and see how many active volunteers we currently have.
- Ross also informed the Board and the Librarians that volunteer orientation will be once a month, however, if they have a situation where they need a volunteer sooner, to please contact her.
- Chairperson Hansen stated that Cheryl Spangler would like to volunteer for the Cultural Grant Program which will be held in August or September. A. Pelkey commented that HART Community Center will also be holding a cultural program which is being led by Miss Oregon Ariel Freytag and they will most likely be co-hosting the event.
- Ross informed the Board the Library now has two on-call Librarians which will be coming in on Wednesday for training.

With no further discussion, the Library Board meeting was adjourned at hour of 6:20pm.