



Library Board Meeting Agenda  
September 09, 2021  
6:00 PM

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**Pro-Tem Chairperson:** Desri Hansen  
**Board Members:** Jayne Detering, Anita McClure, and Angela Christensen  
**Meeting Location:** Harrisburg Municipal Center @ 354 Smith St.

**PUBLIC NOTICES:**

1. *This meeting is open to the public and will be tape-recorded.*
2. *Copies of the Staff Reports or other written documents relating to each item on the agenda are on file in the office of the City Recorder and are available for public inspection.*
3. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices and sign language assistance are requested to contact City Hall at 541-995-6655, at least 48 hours prior to the meeting date. If a meeting is held with less than 48 hours' notice, reasonable effort shall be made to have an interpreter present. The requirement for an interpreter does not apply to an emergency meeting. ORS 192.630(5)*
4. *Persons contacting the City for information requiring accessibility for deaf, hard of hearing, or speech-impaired persons, can use TTY 711; call 1-800-735-1232, or for Spanish voice TTY, call 1-800-735-3896.*
5. *The City of Harrisburg does not discriminate against individuals with disabilities and is an equal opportunity provider.*
6. *For information regarding items of discussion on this agenda, please contact City Recorder Lori Ross 541-995-6655*
7. *This meeting is held in a facility that requires face masks, and contact tracer sign-in. All board members, staff, and citizen attendees are 6' apart from each other and the area is disinfected prior to the start of the meeting. We do ask anyone running a fever, having an active cough or respiratory difficulties to not attend this meeting.*
8. *If you wish to provide testimony, and don't want to attend the meeting; please contact the City Recorder. You can provide written testimony, or audio testimony if you wish to be called during the meeting.*

**CALL TO ORDER AND ROLL CALL**

**CONCERNED CITIZEN(S) IN THE AUDIENCE.** (Please limit presentation to two minutes per issue.)

**APPROVAL OF MINUTES**

- 1. MOTION TO APPROVE THE MINUTES FOR THE JULY 8, 2021, MEETING.**

**NEW BUSINESS**

- 2. THE MATTER OF FILLING A LIBRARY BOARD VACANCY**

**STAFF REPORT:**

**EXHIBIT A: APPLICATIONS FOR KRISTI PROZIALECK AND  
KATHERINE HANSEN**

**ACTION: MOTION TO RECOMMEND TO THE CITY COUNCIL THAT THEY  
APPOINT \_\_\_\_\_ TO THE LIBRARY BOARD WITH THE TERM ENDING JUNE 30,  
2022.**

- 3. THE MATTER OF DISCUSSING 2021 LIBRARY PROGRAMS**

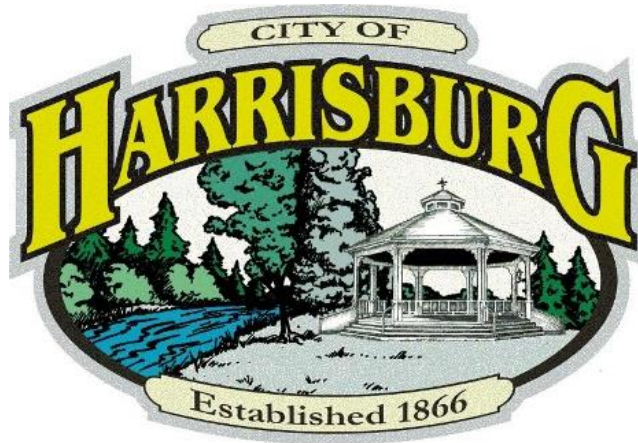
**STAFF REPORT:**

**EXHIBIT A: LIBRARY BROCHURE**

**EXHIBIT B: CAREGIVERS SUPPORT GROUP**

**ACTION: FOR DISCUSSION ONLY**

**ADJOURN**



Library Board Meeting Minutes  
July 08, 2021

**Chairperson:** Vacant  
**Board Members:** Jayne Detering, Desri Hansen and Anita McClure  
**Meeting Location:** Harrisburg Municipal Center @ 354 Smith St.  
**Staff Present:** Library Supervisor Lori Ross and Librarians Cheryl Spangler and Amanda Pelkey

**CALL TO ORDER AND ROLL CALL** at 6:04PM

**CONCERNED CITIZEN(S) IN THE AUDIENCE.** None were present.

**APPROVAL OF MINUTES**

**MOTION:**

- Detering **motioned to approve the minutes, seconded** by McClure **and the Library Board voted unanimously to approve the minutes of March 11 and April 1, 2021, meetings.**

**THE MATTER OF DISCUSSING 2021 LIBRARY PROGRAMS**

**STAFF REPORT:** Ross started off by informing the Board, that we are able to start Library Programs once again. She summarized the virtual programs that are now available which included the Magic Tails programs and the Marty Pants program. She explained that Marty Pants was a virtual program available all month through Facebook. During the program, the author Mark Parisi, talks about why he became a cartoonist, reads portions of the book and offers step by step instructions on creating comic book characters. Ross mentioned the magic hat goodie bags which included, two reading logs, which can be redeemed for two \$5.00 Barnes and Noble gift cards, a drawing pad, colored pencils, a magic bunny, and magic tricks are now available. Hansen stated that she thought the hats were adorable and her kids loved them.

- Hansen asked about having the Marty Pants program in the Municipal Center like we had talked about before. Ross answered, originally that was what we wanted to do. Without knowing what to expect with Covid, we didn't plan anything. She stated that if we wanted to do it now, we could do it during the Storytime program.

July 08, 2021

- Ross asked when we wanted to start programs again. Hansen stated that she has plans this summer and Spangler stated that August is usually a slow time in the Library due to everyone getting ready to go back to school.
- Spangler and Hansen agreed that maybe we should start in September, maybe the 2<sup>nd</sup> Friday.
- Ross asked if we want the two Story Time programs to be separate, like they were previously or combine them? Pelkey and Hansen thought that it was both ages, baby's and toddlers that stayed for both programs and Hansen said she would rather just have one. Pelkey mentioned that her mother-in-law has signed up to be a volunteer, and she would love to help Hansen with the program. Pelkey stated that she would give Hansen her contact information to work on the program. Ross said that she would get ahold of L. Pelkey about orientation.
- Ross asked what time they would like to hold the programs, and Pelkey, Spangler and Hansen agreed 10am to 11am.
- Hansen stated that she would like to have a craft item for the kids. Ross asked her to look into what items are needed and to send her the link to have the items ordered. Spangler suggested, Oriental Trading.
- Ross asked about Lego Club. Pelkey suggested not starting it back up on Saturdays because of room. Ross stated that the Library is currently at full capacity so it wouldn't affect the program. Pelkey mentioned having it on Thursdays or at a time when both Spangler and herself are working. Spangler mentioned that D & D group is wanting to start again on Thursdays and said that an adult group was wanting to follow their time slot. Ross mentioned 4pm to 5:30pm in case they ran over and starting the adult program at 6pm until 7:30pm.
- Pelkey commented that there was plenty of time to do both Story Time and Lego Club on Friday, but she thought it would be too much for the moms to do both.
- Ross asked if we still had the same youth volunteer for D & D? Spangler said she would need to find out. Ross also asked Spangler to find out when they want to start it and also asked about the adult version. Spangler stated that S. Hansen, who is a volunteer, said she would like to help with program. Spangler will get in touch with her.
- Pelkey said that we can just keep Lego Club on Saturdays and Story Time on Fridays. Spangler asked about how many kids come to Lego Club and Pelkey answered around six kids or so. Spangler mentioned having it on the purple rug in the Library. Pelkey asked what time the program ran. Ross answered it was at 11am and asked when Pelkey wanted to start it. Pelkey responded in September and to hold it on the 2<sup>nd</sup> and 4<sup>th</sup> Saturdays.
- Ross asked about McClures program and what she wanted to call it. McClure said to call it Caregivers Support Group. Keep it simple. She would also like to keep it open for all ages as it doesn't matter, all problems are the same. Ross asked what time and Spangler and McClure agreed to 1pm-2pm. Spangler said she would be helping with the program and would adjust her schedule accordingly on those days. Spangler suggested the 2<sup>nd</sup> and 4<sup>th</sup> Friday of the months. Ross mentioned that we still need materials for the program. Spangler suggested getting everyone a journal and having materials available for checkout. McClure suggested having list of books available for checkout as well. Ross asked about how many attendees she thought we would have. McClure answered about a dozen. McClure and Spangler said they would like to start the program on the 13<sup>th</sup> of August. McClure stated we could use some coffee, maybe a snack and tissue. Spangler asked how many tables we needed to have out. McClure asked to have four tables put together in

July 08, 2021

the shape of a square. McClure also asked about making flyers. Ross asked if she had anything that she wanted to put in. Spangler told McClure to get together with her and they can discuss it.

- McClure asked about having a sidewalk art competition. Ross said that she would need to look into it with Scholz. McClure said it would have to be soon because of the weather.

**THE MATTER OF NOMINATING A PRO-TEM CHAIRPERSON TO THE LIBRARY BOARD:**

**STAFF REPORT:** Hansen asked what the responsibility of the Pro-Tem were. Ross answered that they would be a lead for the meetings, opening and closing, taking attendance and providing guidance when needed. Ross stated if someone didn't feel comfortable reading the agenda or staff reports, then she could do it. This will be a temporary position until we can appoint a permanent Chairperson which will probably take place once our Board is full again. Hansen stated that she would be willing to do it.

- Detering then motioned to nominate Hansen to be the Library Pro-Tem Chairperson until a permanent chair can be appointed and was seconded by McClure. The Library Board then voted unanimously.

**THE MATTER OF FILLING A LIBRARY BOARD VACANCY:**

**STAFF REPORT:** Ross summarized the submitted application from applicant, Christensen and the Board agreed she would be a good fit.

- Hansen motioned to recommend that the City Council appoint Angela Christensen to the term ending June 30, 2025, at the July City Council Meeting.

**OTHER:**

- Ross reminded the Board, that the Library has entered their "Fine Free Trial Period". Hansen asked what information we needed to keep track of for the City Council. Ross responded that we should be keeping track of the number of fines forgive at the start of the program, the amount of lost materials that have been paid for, the average loan duration, number of patrons visiting the Library and the amount of lost materials at the end of the program compared to start.
- Ross also reminded the Board that the Library is now offering E-Books through the Libby app and Rocket Languages.
- Ross also informed the Board that \$247.00 was made at the Library Book Sale on the 4<sup>th</sup> of July!

**ADJOURN at 6:50pm.**

Agenda Bill  
**Harrisburg Library Board**  
Harrisburg, Oregon

**THE MATTER OF FILLING A LIBRARY BOARD VACANCY**

**STAFF REPORT:**

**EXHIBIT A: APPLICATIONS FOR KRISTI PROZIALECK AND KATHERINE HANSEN**

**ACTION: MOTION TO RECOMMEND TO THE CITY COUNCIL THAT THEY APPOINT \_\_\_\_\_ TO THE LIBRARY BOARD WITH THE TERM ENDING JUNE 30, 2022.**

**THIS AGENDA BILL IS DESTINED FOR:** Regular Agenda September 9, 2021

<b>BUDGET IMPACT</b>		
<b>COST</b>	<b>BUDGETED?</b>	<b>SOURCE OF FUNDS</b>
NO	N/A	N/A

**STAFF RECOMMENDATION:**

**Staff recommends that the Library Board recommend appointment of one of these candidates to the City Council.**

**BACKGROUND INFORMATION:**

Violet Stone and Cassandra Barney resigned from the Library Board last spring. Since that time, the Board appointed one new member, Angela Christensen, at the July 8<sup>th</sup> Board meeting.

The City has received two applications (**Exhibit A**) for the final open position: one from Katherine Hansen and the other from Kristi Prozialeck. Both individuals have lived in the City for years, and both have a strong interest in our Public Library. They have been invited to this meeting; to be available to answer any questions.

The term for whoever is appointed expires on June 30, 2022. The candidate who is not appointed, will be most welcomed to re-apply for any future openings the Board may have.

**REVIEW AND APPROVAL:**

08/31/21  
Date

\_\_\_\_\_  
Lori Ross  
City Recorder





City of Harrisburg  
120 Smith Street  
Harrisburg, OR 97446  
Phone (541) 995-6655  
[www.ci.harrisburg.or.us](http://www.ci.harrisburg.or.us)

## BOARD & COMMITTEE APPLICATION FORM

### Planning Commission, Budget Committee, and Library Board

Name:

Address:

Phone Number:

Email:

Are you a Harrisburg resident?      Yes       No

Employment:

In which position are you interested?\*

Tell us why you would like to be included on the Board or Committee of your choice and what you will contribute:

It's been a long time since I've volunteered, or been on a committee. I'm retired now an busy all the time but would like to get involved with things important to me. I'm not sure until I'm in there what I can contribute, I used to want to be a Librarian, worked in my libraries in school. I volunteered at my children school in the library and classrooms. I was heavily involved in Camp Fires, Cub Scouts, and church. Kids grew up, sometimes working two jobs just doesn't leave a lot of time for volunteer work, but filled in here and there. So, what will I contribute, another head with a brain to help help our library positive and upbe a place where the community will want to come and learn, or to come and teach.

Please list any schooling, hobbies, prior experience or any other information that would indicate how you would contribute to the Board or Committee.

Have some college, business and sociology were my majors, but got married had a baby, never returned Hobbies and experience to contribute..... listed things in "why I'd like to be considered for the board". Th hobby I would say is most important would be BOOKS! I love reading, I love spending hours looking for that one book I can not put down. A library in the community is so important and books are only part of it. The socializing, the learning, the community in the of the library alone.

Please list a personal/professional reference that we may contact:

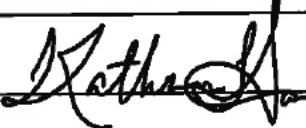
Name:

Address:

Phone Number:

Relation to you:

By providing your signature below, you acknowledge that you are the applicant for the committee position and authorize the City to contact your references.



\*Please be aware that candidates for Planning Commission are subject to State Ethic Law Requirements. For further information on ethics laws and what the requirements are, please ask for Michele Eldridge, City Recorder/Assistant City Administrator.





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## BOARD & COMMITTEE APPLICATION FORM

Planning Commission, Budget Committee, and Library Board

Name:

Address:

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Email:

Are you a Harrisburg resident?      Yes       No

Employment:

In which position are you interested?\*

Tell us why you would like to be included on the Board or Committee of your choice and what you will contribute:

Please list any schooling, hobbies, prior experience or any other information that would indicate how you would contribute to the Board or Committee.

Please list a personal/professional reference that we may contact:

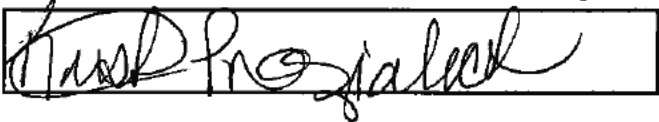
Name:

Address:

Phone Number:

Relation to you:

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# Agenda Bill Harrisburg Library Board Harrisburg, Oregon

## THE MATTER OF DISCUSSING 2021 LIBRARY PROGRAMS

### STAFF REPORT:

Exhibit A: Library Brochure

Exhibit B: Caregivers Support Group

### ACTION: FOR DISCUSSION ONLY

**THIS AGENDA BILL IS DESTINED FOR:** Regular Agenda-September 9, 2021

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$?	Yes	Library Fund

### STAFF RECOMMENDATION:

**Staff recommend a discussion about present and future Library Programs**

### BACKGROUND INFORMATION:

Library Programs have been at standstill for the last 18 months. We are excited to have our programs restart , with the debut of “Caregivers Support Group”. Here is a list of all programs (**EXHIBIT A**), scheduled to begin in September:

- **Caregivers Support Group:** As indicated in **EXHIBIT B**, this program will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month at 1:30pm. The program will be run by Anita McClure and Librarian, Cheryl Spangler. All ages are welcome to attend.
- **Story Time:** Story time is held every Friday, from 10am to 11am in the Municipal Center. The program is run by Board Member, Dez Hansen and volunteer, Lori Pelkey. Librarians Cheryl Spangler and Amanda Pelkey will be assisting alternating Fridays. This program will include interaction between parent and child, story time, crafts, and a lot of fun!
- **Lego Club:** Lego Club is held the 2<sup>nd</sup> and 4<sup>th</sup> Saturday of each month from 11am to noon, in the Library, and is run by Librarian Amanda Pelkey. This program is designed to assist young children learn fine motor skills, develop problem solving techniques while having some fun on the way!

As of now, we have no restart date for the Dungeons and Dragons youth program or a start date for the adult version. Library Board members should discuss any other ideas for new programs, possible program themes and any ideas for the upcoming holidays.

REVIEW AND APPROVAL:

8/31/2021  
\_\_\_\_\_  
Lori Ross                      Date  
City Recorder

**Library Programs:****WEDNESDAY****Caregivers Support Group**

Every 1st &amp; 3rd Wednesday

1:30pm-2:30pm

**FRIDAY****Story Time**

10:00am

**SATURDAY****Lego Club**

Every 2nd &amp; 4th Saturday

11:00am

**TBA****Dungeons and Dragons**

Kids: 4:30pm

Adults: 6:30pm

**Hours of Operation:**

Tues. and Weds.:

1pm to 5pm

Thurs.: 1pm to 8pm

Fri. :9am to 5pm

Sat.: 10am to 3pm

Address: 354 Smith ST  
PO Box 378

Phone: 541-995-6949

As always Library cards are free to Residents within City limits and are only \$25 for Non- Residents and \$12.50 for Senior Non-Residents. We can't wait to see you!

**HARRISBURG PUBLIC LIBRARY**

The only thing that you absolutely have to know is the location of the library-Albert Einstein

**FINE FREE TRIAL BEGINS: 7-1-21-6-30-22**

**We are part of the Linn Library Consortium which gives you five other libraries from which you can access materials.**

**Harrisburg Public Library**

**What Your Library has to offer:**

**Oregon Digital Library Consortium.**

Your **OverDrive digital library** is a custom **digital** collection of ebooks, audiobooks, magazines, and streaming videos that is open to you 24/7. Each **library** builds their individual **digital** collection from our catalog of millions of titles from over 30,000 publishers.

**HOW TO GET STARTED**

Install the Libby app on your device or visit **libbyapp.com**.

Follow the prompts to find Harrisburg Public Library.

Sign in with your library card and PIN number. We can help you get a PIN, just call us.

Titles appear under *Shelf>Loans*

Tap **Read With...** to choose whether you want to open a book in Kindle or Libby

Tap **Open Audiobook** to start listening to that title

Tap **Manage Loan** to see options like Renew and Return

**ROCKET LANGUAGE**

Harrisburg Public Library is now offering, "Rocket Languages", an award winning interactive online language learning system for our Patrons. The multi-faceted system allows patrons to learn new languages at their own pace. Patrons will have access to downloadable lessons, games and much more! To get started, click <https://app.rocketlanguages.com/library/TpGk28YeYg6W>, enter your library card number, create an account and start learning! Your Library Card number must have the prefix, "PHPL" in order to sign up. Please call into the Library for assistance

**Volunteering at your Library:**

Looking for a way to give back to your community, or just have some free time on your hands. Come on down to the Library or City Hall to find out how you can help.

**Library Program Descriptions**

**Story-time:**

Join us for a family story-time. Stories, songs, reading and rhymes. Come and join us for a really good time. Every Friday at 10AM

**Lego Club:**


Do you love Legos? Come down to the Library and build Legos and friendship. Every 2nd and 4th Saturday

**Dungeons and Dragons:**

Spike your imagination and join a band of role playing enthusiasts in a game that delves into adventure and fantasy. Every Thursday kids: 4:30 Adults: TBA

**Caregivers Support Group**

Caregiving is a job where you give of yourself. Join our group for some self care and support.



*Alone we are strong, together we are stronger.*

Everyday we get up knowing we have a job ahead of us that will take strength, and we know we are strong.

But there are times when a word, a gesture, a prayer, or even someone to laugh with makes the walk a bit easier.

If you, or someone you  know works as a caregiver and would like to reach out to others, we have the group for you.

Caregivers support group

Date: 1st and the 3rd Wednesday of each month.

Time: 1:30 pm-2:30pm

Place: 354 Smith St

Come to an open discussion, share ideas with others like yourself, or just come listen and have a cup of coffee.

Everyone is welcome.



**For more information call please call  
Harrisburg Library : 541-995-6949**