

## Library Board Agenda

March 03, 2026

5:30 PM

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Chairperson: Alexandria Bennett  
Vice-Chairperson: Lori Pelkey  
Board Members: Danielle Pedersen, Madison Stepherson and Pat Rufo  
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

### **PUBLIC NOTICES:**

1. *This meeting is open to the public and will be tape-recorded.*
2. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodation, including assisted listening devices, sign language assistance or interpreter services, are requested to contact the City Recorder, 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 does not apply to an emergency meeting as per ORS 192.630(5).*
3. *If you wish to testify, and are unable to attend, please contact the City Recorder to be placed on a Conference Call list during the meeting.*
4. *The City of Harrisburg does not discriminate against individuals with disabilities and is an equal opportunity provider.*
5. *For more information regarding items of discussion on this agenda, or to be added to our email distribution list please contact City Recorder Lori Ross, at 541-995-6655 or at [lross@ci.harrisburg.or.us](mailto:lross@ci.harrisburg.or.us).*

**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 NOVEMBER 4, 2025, LIBRARY BOARD MINUTES**

**NEW BUSINESS**

- 2. THE MATTER OF DISCUSSING LIBRARY PROGRAMS**

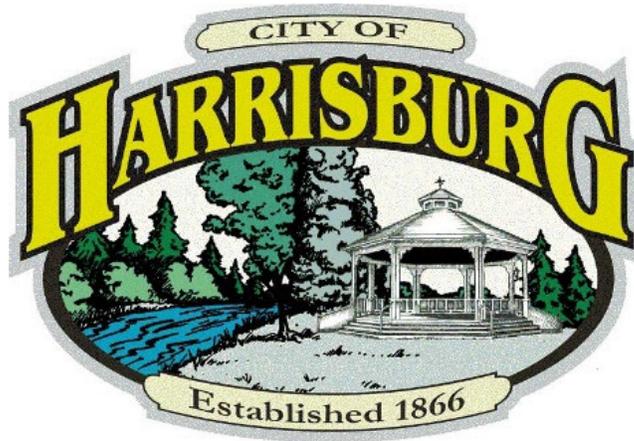
**STAFF REPORT:**

Exhibits: None

**ACTION: DISCUSSION ONLY**

**OTHERS**

**ADJOURN**



Library Board Minutes  
November 4, 2025

Chairperson: Alexandria Bennett  
 Vice-Chairperson: Lori Pelkey  
 Board Members: Danielle Pedersen, Madison Stepherson and Pat Rufo  
 Staff Members: Library Supervisor Cathy Nelson, and Librarian Amanda Pelkey  
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

**CALL TO ORDER AND ROLL CALL** by Chairperson Alexandria Bennett at the hour of 5:30pm.

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

**APPROVAL OF MINUTES:** No comments or concerns.

- Stepherson **motioned to approve September 2, 2025, Library Board Minutes and was seconded by Rufo. The motion passed unanimously by a vote of 5-0.** (Yes: Rufo, Pedersen, Bennett, Stepherson and Pelkey. No: None.)

**THE MATTER OF APPROVING A LIBRARY VOLUNTEER POLICY (HIP) 25-1.1:** Nelson reviewed the staff report that the minimum age requirement for a volunteer is 16 years of age.

- Rufo **motioned to approve the Library Volunteer Policy (HIP) 25-1.1 and was seconded by Stepherson. The motion passed unanimously by a vote of 5-0.** (Yes: Rufo, Pedersen, Bennett, Stepherson and Pelkey. No: None.)

**THE MATTER OF DISCUSSING THE LIBRARY BUDGET:** Nelson reviewed the budget and clarified line items and contingency.

**THE MATTER OF DISCUSSING LIBRARY PROGRAMS:** The following programs were discussed:

**Crafting Club:** Program is going well. No holiday themed events planned.

**Teen Book Club:** A. Pelkey is going to try and get it started again after the holidays.

**Story Time:** Picking back up, doing a lot of holiday themed programs, including having a pumpkin patch at the library.

**Baby Story Time:** They have 8-12 participants, with some coming from Eugene.

**Grief Support:** They are averaging 5-7 participants per meeting.

**Lego Club:** Looking for a volunteer to help lead.

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**Holiday Bazaar:** We have filled all 22 vendor spots. We have a local author attending and signing books. Bennett will ask for donations for the raffle baskets from local businesses. Board will donate a "Movie Night Basket".

**Others:**

- Board discussed having a movie license. Nelson has researched fees and will get permission from City Administrator. Will bring information at next meeting.
- Board decided not to have a float in the Annual Harrisburg Light Parade.
- Next meeting is scheduled for January 6, 2026.

**With no further discussion, the Library Board Meeting adjourned at the hour of 6:29pm.**

UNAPPROVED

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

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**THE MATTER OF DISCUSSING LIBRARY PROGRAMS**

**STAFF REPORT:**

Exhibits: None

**ACTION: DISCUSSION ONLY**

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**THIS AGENDA BILL IS DESTINED FOR:** Regular Agenda March 3, 2026

<b>BUDGET IMPACT</b>		
<b>COST</b>	<b>BUDGETED?</b>	<b>SOURCE OF FUNDS</b>
\$?	Yes	Library Fund

**STAFF RECOMMENDATION:**

**Staff recommends a discussion about present Library Programs and possible new programs in the future.**

**BACKGROUND INFORMATION:**

Staff recommends a discussion on how the programs provided below are doing in attendance and if there are any suggestions that could improve attendance and/or the program.

**Programs currently available:**

- **Crafting Club:** This program is held every Thursday from 5pm to 7pm at the Municipal Center. All ages are welcome to attend.
- **Teen Book Club:** This program is starting back up after holidays.
- **Story Time:** Story time is held every Friday, from 10am to 11am in the Municipal Center. The program is instructed by Librarian Amanda Pelkey. This program includes interaction between parent and child, story time, craft, and a lot of fun!
- **Baby Story Time:** This program is held every Wednesday at 11am in the library. Program is led by Madison Stepherson.
- **Lego Club:** Lego Club is every Friday from 3pm – 4pm, in the library, and is looking for volunteer to lead.
- **Grief Support:** Held the 1<sup>st</sup> and 3<sup>rd</sup> Mondays in the Municipal Center.
- **Movie Night:** Discuss possible program.

**REVIEW AND APPROVAL:**

*Cathy Nelson*  
 \_\_\_\_\_ 2.13.26  
 Cathy Nelson Date  
 Finance Director/Library Supervisor