

## Library Board Meeting Agenda

June 6, 2023

5:30 PM

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Chairperson:	Katherine Hansen
Vice-Chairperson:	Angela Christensen
Board Members:	Desria Hansen, Lori Pelkey and Alexandria Bennett
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. *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, at 541-995-6655*
7. *Masks are not required currently. The City does ask anyone running a fever, having an active cough or other respiratory issues not to 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 FROM THE MARCH 7, 2023 LIBRARY BOARD MEETING**

**NEW BUSINESS**

- 2. THE MATTER OF DISCUSSING LIBRARY PROGRAMS**

**STAFF REPORT:**

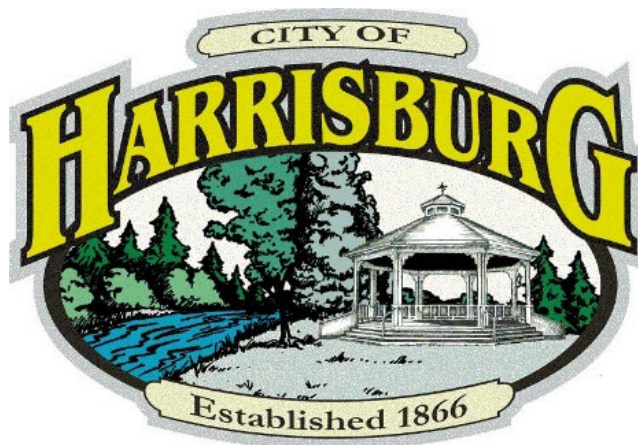
Exhibit A: Grief Support Program Proposal

**ACTION: FOR DISCUSSION ONLY**

**OTHERS**

- **LIBRARY BOARD VACANCY**
- **4<sup>TH</sup> OF JULY FLOAT**
- **SUMMER READING PROGRAM**

**ADJOURN**



## 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.

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**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 1<sup>st</sup> Thursday of the month from 6:30pm to 7:30pm. L. Pelkey stated she could run the April 6<sup>th</sup> 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 3<sup>rd</sup> 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 1<sup>st</sup> 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's term is ending June 30<sup>th</sup>. 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 21<sup>st</sup> to go to the May 2<sup>nd</sup> Library Board meeting. Ross informed the Board that any future applicants would need to reside within the City limits.

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- 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.**

# Agenda Bill

## Harrisburg Library Board

### Harrisburg, Oregon

#### THE MATTER OF DISCUSSING LIBRARY PROGRAMS

#### STAFF REPORT:

Exhibit A: Grief Support Program Proposal

#### ACTION: FOR DISCUSSION ONLY

**THIS AGENDA BILL IS DESTINED FOR:** Regular Agenda – June 6, 2023

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

#### STAFF RECOMMENDATION:

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

#### BACKGROUND INFORMATION:

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

#### Programs currently available:

- **Adult Book Club:** Review the status of this program.
- **Crafting Club:** This program is held every Thursday from 5pm to 7pm at the Municipal Center. All ages are welcome to attend.
- **Dungeons & Dragons (D & D):** This program is held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month from 4pm to 6pm at the Municipal Center. Program volunteers are Quinton Sheridan and Sef Robin. Starting new campaign soon.
- **Game Night:** This is a newer program and will be the 1<sup>st</sup> Thursday of each month from 6:30pm to 7:30pm. Plenty of games available for all ages. Teen Game Night, discuss if this is an ongoing program.
- **Story Time:** Story time is held every Friday, from 10am to 11am in the Municipal Center. The program is instructed by Board Member, Dez Hansen and Board Member, Lori Pelkey. Librarian Amanda Pelkey assists. This program includes interaction between parent and child, story time, crafts, and a lot of fun!
- **Lego Club:** Lego Club is every Friday from 3pm-4pm, in the library, and is instructed 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!
- **Computer Class:** Discuss program and moving forward.
- **Karaoke Club:** Discuss program and next event.

#### Proposed program:

- **Grief Support Program:** Cheryl Ressler and Cheryl Spangler have proposed creating a grief support program held every other Monday in the Municipal Center. See Exhibit A.

#### REVIEW AND APPROVAL:

*Cathy Nelson* 5/24/2023  
Cathy Nelson - Library Supervisor

Hello,

I am Cheryl Ressler, I have been a resident in Harrisburg, raised two kids in the school, and been on the HART Board. I love living in this community because of how they all care for one another.

A couple of years ago, my son Joshua Ressler, who was a volunteer at HART and the Library suffered a heart attack., Josh was in his 20's. My world changed in a matter of minutes, actually seconds and my life has never been the same.

As caring as the community has been, grieving is something you feel alone in. I tried a group in Eugene, but we only have one car and with the price of gas, and the lack of opportunity of a car, getting there is rare. Sometimes I find myself sitting alone with no other people to hear my story, sometimes it feels like they must get tired of hearing me.

Walking around town, talking to people, I have found I am not alone in my dealing with grief. We all know someone who has lost a friend, sibling, loved one and yet they feel alone like me. Just the other day, as I was on a walk, I met two other people dealing with the loneliness of dealing with this. So, I am proposing the library provide a grief and counseling group.

I am in talks with my councilor in Eugene who has said she would help in setting up the group, there will be an agenda, and steps for everyone to follow so it stays on topic. I am hoping to get guest speakers to come and give us tips on how to deal with all the emotions that we find ourselves with when we are alone and don't know how to, we have someone with breathing techniques that will come, etc.

Cost will be minimum. It can be from just paying for coffee and cookies, to speakers and work books. Most books run about \$15-\$20.00. Many speakers will come and talk free, and we will be in the Municipal Center so we won't have to rent space.

Please, consider my proposal, our community is too far away from the majority of the programs put on by the county or state. Not everyone can drive to these programs or even find them.

After a meeting with Cathy Nelson, she suggested Monday evenings would be a free time, and we could try it bi-weekly.

Thank you for your time, and I thank you in advance for your consideration.

Cheryl Ressler

Cathy Nelson

541-995-6655