

Library Board Meeting Agenda
January 19, 2022
6:00 PM

Pro-Tem Chairperson: Desri Hansen
Board Members: Angela Christensen, Catherine Hansen, and Kristi Prozialeck
Staff Present: Library Supervisor, Lori Ross, and Librarian Cheryl Spangler
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. *This meeting is held in a facility that is disinfected prior to the meeting. Face masks are required at this time and the City ask anyone running a fever, having an active cough or 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.*

January 19, 2022

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 NOVEMBER 2, 2021 LIBRARY BOARD MEETING.**

NEW BUSINESS

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

STAFF REPORT:

Exhibit A: Application for Alexandria Bennett

Exhibit B: Application for BJ O'Brien

Exhibit C: Application for Lori Pelkey

**ACTION: MOTION TO RECOMMEND TO THE CITY COUNCIL THAT THEY
APPOINT _____ TO THE LIBRARY BOARD WITH A TERM ENDING
JUNE 30, 2024.**

OLD BUSINESS

- 3. THE MATTER OF DISCUSSING LIBRARY PROGRAMS**

STAFF REPORT:

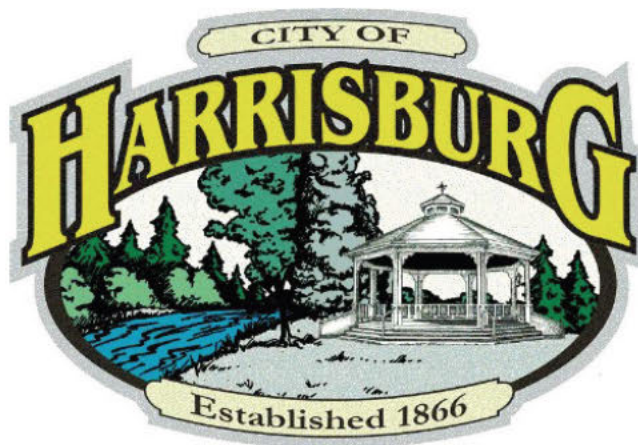
No Exhibits

ACTION: FOR DISCUSSION ONLY

OTHERS:

- 1. Appointing a Chairperson**
- 2. Mural**
- 3. Fine Free Stats**

ADJOURN



Library Board Meeting Agenda

November 02, 2021

6:00 PM

Chairperson Pro-Tem: Desir Ha s n
Board Members: Angela Christe en a d Kristi Prozialeck
Staff Present: Library Supervisor Lori R ss and Librarian Cheryl Spangler
Meeting Location: Harrisburg City Hall located at 120 Smith St

CALL TO ORDER AND ROLL CALL at the hour of 6:00pm

CONCERNED CITIZEN(S) IN THE AUDIENCE. None es nt

APPROVAL OF MINUTES

- Prozialeck motioned to approve the minutes for the September 9, 2021, meeting and was seconded by Christensen. The Library Board then voted unanimously to approve the minutes for the Septemb 9, 2021, meeting.

THE MATTER OF FILLING A LIBRARY BOARD VACANCY

STAFF REPORT: Ross introduced Katherine Hansen and thanked her for applying to be part of the Library Board. K. Hansen introduced herself stating that she has volunteered previously at her children's school when they were in grade school, worked at the school Lib ary and volunteered 12 years with Campfire. She is recently retired and is happy to be volunteering once more

- Hansen motioned to recommend to the City Council that the appoint Katherine Hansen to the Library Board with the term ending June 30, 023 and was seconded by Prozialeck. The Library Board then voted unanimously to recommend to the City Council that they appoint Katherine Hansen to the Library Board with the term ending June 30, 2023.

THE MATTER OF DISCUSSING LIBRARY PROGRAMS

STAFF REPORT: D Hansen opened up the discussion of Library Programs.

Caregivers Support Group: Spangler stated there are several people interested in the program and she has a participant who would possibly want to be a volunteer for the program. Ross asked Spangler what would be needed to make that program more successful, and Spangler stated that

November 02, 2021

we just need to get the word out. Spangler described the program as a support group where people get together and talk about how things are going with their person and what they need to help themselves as caretakers easily forget to take care of themselves. It's an opportunity to get together and talk.

- Ross suggested ordering a self-help book that was broken up into chapters that could be reviewed at each session.
- Spangler stated that participants have journals, supplied by the Library, where they can write down their feelings and discuss at a future meeting.
- Prozialeck suggested speaking with a home health agency and see if they could speak about home health and hospice and how that plays in caregiving.

Storytime D. Hansen updated the board on Storytime and discussed ways to get more attendance by possibly changing the time as it seems to conflict with other programs or activities happening at the same time. Ross suggested contacting the other program volunteer, Lori Pelkey and see what her schedule would allow. D. Hansen says it's been a great program, but they just need more children like they did prior to Covid. K. Hansen suggested also advertising more on Facebook. Christense suggested contacting the school about distributing flyers.

- D. Hansen asked about the Library having their own Facebook page as she thought it would be more effective. Also of the time, the Library post get buried with other City matters. Ross said that she would speak with the City Administrator to see if it was an option.
- K. Hansen asked about the Storytime program and if parents are asked then what time works well for them? D. Hansen responded that she has asked in the past and has thought about asking citizens on Facebook uncensored. D. Hansen commented that the program in the past had a great turnout and she's thinking the low numbers are related to the pandemic. At one point, the program was having around 15 children attend. D. Hansen stated that they have been having older kids attend like first graders, rather than the usual three-, four- or five-year-olds. She suggested running the program so it could accommodate both age groups. When the programs gets big again, we can think about breaking it up at that point. D. Hansen commented that, it would be great to have the Storytime program at the same time as a Lego Club, so both age groups could be attend. Prozialeck commented that she liked the idea of having them both at the same time. Ross informed the Board that if that is something they want to do, we would need a volunteer as Pelkey can't run both program. D. Hansen stated that she might be able to assist on a biweekly basis.

Lego Club: D. Hansen stated Lego Club has been going very well and Pelkey is having a great turnout. She commented it was amazing what these kids are making! There are no suggestions for improving the program.

Knitting and Crochet Club: Prozialeck made a flyer (Addendum 1) showing the idea of the knitting club program. She stated that it doesn't have to be a knitting club, but an overall craft club. She is able to teach several different things and has some great ideas, whether it's teaching how to knit or crochet a flower, a square or a temperature blanket.

- Ross suggested finding a book, where we could copy the pages of the project for that session, and possibly supply materials to get them started. Prozialeck suggested a "Mystery Crochet Along", where you get clues that are part of a pattern, you knit that, then the next clue comes and so on. She would like to not limit it to one craft and to find out what the attendees would like to learn. Prozialeck commented that she loves it when young people want to learn and encourages all ages to attend.

November 02, 2021

- D. Hansen asked what it would take to get started. Prozialeck stated cheap yarn is fine to start with and knitting needles. Both can be purchased at Walmart or Goodwill. She stated that she has some crochet hooks to donate. Ross stated that the Library could also donate some materials as well. K.Hansen suggested contacting businesses for donations.
- Christensen asked if once a month would work or would it need to be sooner between dates? Prozialeck thought that twice a month would work as once you get started with those first few squares, they can move ahead to the next step.
- Spangler suggested meeting twice a month, the first month could be the project, the second could be a follow-up for anyone that had questions or problems.
- Ross asked what days she would like to hold the program and when she would like to start? Prozialeck suggested, from 5pm to 7pm, on the 1st and 3rd Thursdays of the month beginning November 18th. Program is to be held at the Municipal Center. Ross commented that she would order a couple crochet books for the Library. Prozialeck to email Ross the updated flyer and any supplies needed for the program.
- Ross informed Board and staff that Anita McClure gave her resignation today and will no longer be a member. Ross asked for members to spread the word and noted that the opening would be placed on the City website and remain open until the end of December. Ross also informed the Board that we will need to appoint a Chairperson at the next board meeting which is scheduled for January 13th. Ross reminded Board and staff that the request for the mural will need to be presented before Council. We will need to include the drawing, the cost, time frame and location of the mural. K.Hansen suggested contacting the High School and see if anyone in the Art Program, would like to volunteer as it would be a great learning experience for the students.

ADJOURN at the hour of 7:12pm

Agenda Bill
Harrisburg Library Board
Harrisburg, Oregon

THE MATTER OF FILLING A LIBRARY BOARD VACANCY

STAFF REPORT:

EXHIBIT A: APPLICATION FOR ALEXANDRIA BENNETT

EXHIBIT B: APPLICATION FOR BJ O'BRIEN

EXHIBIT C: APPLICATION FOR LORI PELKEY

ACTION: **MOTION TO RECOMMEND TO THE CITY COUNCIL THAT**
THEY APPOINT _____ TO THE LIBRARY BOARD WITH THE
TERM ENDING JUNE 30, 2024.

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda January 19, 2022

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

STAFF RECOMMENDATION:

Staff recommends that the Library Board recommend one of the three applicants to the City Council.

BACKGROUND INFORMATION:

The City has an opening on the Library Board after Board Member, Anita McClure resigned prior to the last meeting. I would like to thank her for being a volunteer and for everything she contributed to the Library.

The City received three applications for the vacant position for a term ending June 30, 2024. All three applicants have been invited to the meeting tonight to introduce themselves and to answer any questions the Board or staff may have. The applicants are as follows in alphabetical order:

- **Alexandria Bennett: (EXHIBIT A)** Alexandria is a Harrisburg resident, living just outside of the City limits. She enjoys the outdoors, reading, being with family, hanging out with animals and yoga. She hopes to attend law school in the fall, locally. She loves to be involved and has ideas to bring the community back together!
- **BJ O'Brien: (EXHIBIT B)** BJ is a City of Harrisburg resident and is retired after 35 years of teaching. He believes a library is a mainstay of any community and that as a Board Member, he will bring experience and creativity!
- **Lori Pelkey: (EXHIBIT C)** Lori is a Junction City resident who currently volunteers and helps organize the Storytime Library Program. She is a Community Library Specialist for the Monroe Community Library and is very passionate about rural library!

All three of these candidates sound amazing. We are very grateful that they applied and encourage them, if not appointed today, to please consider reapplying in the future, should a position open.

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REVIEW AND APPROVAL:

<i>Lori Ross</i>	01/11/2022
Lori Ross	Date
City Recorder	



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

BOARD & COMMITTEE APPLICATION FORM

Planning Commission, Budget Committee, and Library Board

Name: Alexandria Bennett

Address: [REDACTED] Harrisburg, OR 97446

Phone Number: 2 [REDACTED]

Email: abennett286@gmail.com

Are you a Harrisburg resident? Yes ☒ No ☐

Employment: Medical Billings Services (MBS)

In which position are you interested?*

Library Board

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

I love to be involved! There is no place better to be involved than in a smaller community. I grew up in a small community, Eatonville, WA, where many of my family members were involved. When I graduated I left out of state for college, University of Oklahoma! Where I started knowing nobody, but quickly immersed myself into clubs & a sorority, AGD! In the sorority I was part of the recruitment team, so we got new members to join & current members to be more involved! Then I started doing intermural sports for the sorority & recruited members to join our various teams! I love to know people are involved & having fun. I have ideas to bring the community back together after the past two years!

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

I enjoy the outdoors, reading, being with family, hanging out with animals, and yoga. I am studying for the LSAT, hoping to go to law school Fall '22, locally, so it will not be an issue with my commitment to the library board. My best experience for this board was my involvement in my sorority and knowing how great it is to be a part of a community from university and from my childhood.

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

Name:

Address:

Phone Number:

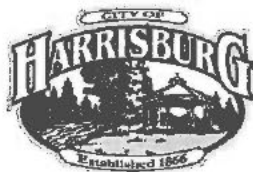
Relation to you:

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

Alexandria Bennett

Digitally signed by Alexandria Bennett
Date: 2021.11.20 10:13:49 -08'00'

*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 Lori Ross, City Recorder.



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

BOARD & COMMITTEE APPLICATION FORM

Planning Commission, Budget Committee, and Library Board

Name: B. J. O'BRIEN

Address: [REDACTED]

Phone Number: 503-531-9136

Email: bjobrien43@gmail.com

Are you a Harrisburg resident? Yes ☒ No ☐

Employment: RETIRED

In which position are you interested?*

LIBRARY BOARD

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

I BELIEVE A LIBRARY IS A MAINSTAY OF ANY COMMUNITY. SEEING THAT IT IS HEALTHY AND RUNNING WELL IS THE RESPONSIBILITY OF THE COMMUNITY MEMBERS. AS A BOARD MEMBER I WILL BE ABLE TO WORK TOWARDS THIS GOAL. I BRING EXPERIENCE AND CREATIVITY.

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

35 YEARS TEACHING EXPERIENCE (K-12)
LAST 14 TEACHING MIDDLE SCHOOL ENGLISH.

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

Name: CH. [REDACTED]

Address: P.O. Box 12 [REDACTED] 641

Phone Number: 55 [REDACTED]

Relation to you: COLLEAGUE

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

AS O'BRIEN

*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 Lori Ross, City Recorder.



Name: Lori Pelkey

Address: [REDACTED] 148

Phone Number: 541 [REDACTED]

Email: pelkey9@gmail.com

Are you a Harrisburg resident? Yes ☐ No ☒

Employment: Community Library Specialist - [REDACTED]

Harrisburg Library Board

I would like to be included on the Library Board because I am very passionate about rural library services. My work as a rural librarian has shown me the importance of reaching out to every group in our community; from the very young - through early literacy programing to diverse cultural groups - by engaging our growing Latino community. As a Library Board member, I would bring to the table a librarian's perspective of library services that I have seen work in real life situations in my years of service.

From 2008-2014 I served as the secretary of the South Benton Library Project - a non-profit volunteer committee under the umbrella of South Benton County Association that raised money for and planned the building of the new Monroe Community Library. As part of the SBLP, I also served as a liaison between the City of Monroe and the Corvallis-Benton County Library on behalf of the Monroe Community Library. My position as a branch librarian of our small county library has given me the experience in bringing what a larger county library has to offer to a smaller city library.

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 Lori Ross, City Recorder.

**Please submit completed applications to PO Box 378, Harrisburg, Oregon 97446 or in person at 354 Smith St or by emailing to lross@ci.harrisburg.or.us.

3.

Agenda Bill
Harrisburg Library Board
Harrisburg, Oregon

THE MATTER OF DISCUSSING LIBRARY PROGRAMS

STAFF REPORT:

No Exhibits

ACTION: FOR DISCUSSION ONLY

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda-January 19, 2022

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:

Here is a list of all programs currently available:

- **Crafting Club:** This program is held on the 1st and 3rd Thursday of each month from 5pm to 7pm at Municipal Center. The program is instructed by Kristi Prozialeck and 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 instructed by Board Member, Dez Hansen and volunteer, Lori Pelkey. Librarians Cheryl Spangler and Amanda Pelkey assist alternating Fridays. This program includes interaction between parent and child, story time, crafts, and a lot of fun!
- **Lego Club:** Lego Club is held the 2nd and 4th Saturday of each month from 11am to noon, 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!

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.

REVIEW AND APPROVAL:

Lori Ross

01/11/2022

Lori Ross

Date

City Recorder