LIBRARY BOARD

Library's Downstairs Meeting Room- 235 E. Gladys Ave

November 18, 2026 at 5:00 PM

AGENDA

1. **CALL TO ORDER**
2. **NEW BUSINESS**
   - **A.** Youth Advisor Introductions
   - **B.** 2027 Holiday Calendar
3. **PUBLIC COMMENT**
4. **READING OF MINUTES**
   - **A.** Approve the minutes of the April 22 and July 22 Meetings. The Board did not meet in June, August, September, and October.
5. **LIBRARIANS REPORT**
   - **A.** 1st Quarter Statistical Report
   - **B.** Assistant Director's Report
6. **OTHER MATTERS TO COME BEFORE THE BOARD**
7. **NEXT MEETING**
   - **A.** January 27th, 2027. The Board does not meet in December.
8. **ADJOURN**

**** AMERICANS WITH DISABILITIES ACT NOTICE****

Please contact Hermiston City Hall, 180 NE 2nd Street, Hermiston, OR 97838 (Phone No. 541-567-5521) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TTY and TDD users please call Oregon Telecommunications Relay Service

at 1-800-735-2900 or 711.

2027 Proposed Library Calendar

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

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28						

March

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28	29	30	31			

April

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May

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30	31					

June

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July

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25	26	27	28	29	30	31

August

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September

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October

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24	25	26	27	28	29	30
31						

November

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21	22	23	24	25	26	27
28	29	30				

December

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26	27	28	29	30	31	

Library Board Meetings
Holidays

HERMISTON LIBRARY BOARD

Regular Meeting April 22, 2026

1. CALL TO ORDER

The meeting was called to order at 5:03 pm by Zaira Sanchez, in the absence of the chair and vice chair, with, Lori Davis, and Casey Hinkley present to form a quorum. Also present was Mark Rose, Library Director, Josh Roberts City Council Liaison, Jeff Kelso City Council and Youth Advisory Council members Aries Woodward, Kyla Pack and Yaretzi Alcazar.

2. READING OF MINUTES

A. March 22, 2026

The minutes were approved writen.

3. PUBLIC COMMENT

Mr. Kelso asked about the current situation with homeless individuals at the library. Mr. Rose indicated that after the opening those that came were willing to comply with the rules to be in the library. Recently greater challenges have been occurring. Communication from staff sets the standards for behavior and must be consistent. Staff training on this was asked about and Mr. Rose will survey staff to insure that staff have good consistent training in this area.

4. UNFINISHED BUSINESS

A. Library By-Laws – Mr. Rose has not yet received the input of the City Attorney. When it is received a copy will go out so that a review and approval can occur at the earliest possible board meeting.

B. Report of Strategic Planning – Aries Woodward, who also serves on the Strategic Planning committee reported that 3 priorities have been identified: Marketing, Comfortable Spaces, Literacy for all ages. Library staff will now add details to these priorities to complete the plan.

5. NEW BUSINESS

6. LIBRARIANS REPORT

Mr. Rose discussed the 3rd quarter statistical report for 25-26. This report was also provided to Mr, Smith, city manager, who included portions in his weekly update to City Council, which was nice to see.

Mr. Rose informed the Board that the Gary Price Statue base is not in town and awaiting installation. When an unveiling is set, all will be notified.

Mr. Rose informed the Board that City Manager Smith, will invite members of the board to participate in the selection process of a new Director.

7. OTHER MATTERS TO COME BEFORE THE BOARD

DRAFT

8. NEXT MEETING

A. April 22, 2026

9. ADJOURN

The meeting adjourned at 5:42 pm.

DRAFT

HERMISTON LIBRARY BOARD

Regular Meeting July 22, 2026

1. CALL TO ORDER

The meeting was called to order at 5:01, with Lisa Depew, Casey Hinkley, Lori Davis, Erick Peterson of the Library Board. Also present was Mark Rose, Library Director and Jeff Kelso City Council.

2. READING OF MINUTES

A. The minutes of the May 27, 2026, meeting were approved as presented.

3. PUBLIC COMMENT

4. UNFINISHED BUSINESS

A. Library By-Laws

General questions about the need for change were brought up and addressed. Article III section 4 can those who might benefit from this change be allowed to vote on the issue. Mr. Rose indicated that he had thought the term limits may have been something from state law, however, city legal counsel has indicated no such law exists. Article V section 5 brings the Library Board into line with the City Council which also uses Rosenbergs Rules of Orde rather than Roberts Rules of Oder. Article VII section 5, which addressed the issue of book challenges, the correct means of addressing this issue is through library policy and procedure which is a role of the library board. Redundancy is not clarity, this created confusion. It was also noted that Zaira Sanchez, though not present expressed her agreement with the changes recommended.

The board approved the by-laws as presented.

B. Approval of Strategic Plan

The strategic plan presented represented the work of the community committee as well as library staff. The plan is intended to serve as a guide to the library for the next 3 years and can be modified as needed. In the second goal part B the goal to acknowledge the LGTBQ+ community caused some questions. As an issue with strong feelings from all directions the director will ask additional questions of other libraries and to develop a better sense of the use of these materials.

The board approved the strategic plan with grammatical corrections.

5. NEW BUSINESS

A. Election of Officers

Lisa Depew volunteered to continue as Chair, Zaira Sanchez was nominated to serve as Vice Chair. Voting was unanimous.

6. LIBRARIANS REPORT

A. The annual Statistical Report shows the return of strong numbers in a variety of

categories. It is requested that the use of the Maker Space and other new rooms be tracked for possible reporting. It was recommended that this be done informally until good patterns and effective reporting can be developed.

B. The director's report included an account of an alarm at the children's desk being triggered. The Police responded prepared for a hostage situation that was not happening. Mr Rose exited the building to find the police ready and worked with them to downgrade the response. The alarm had been triggered by a child accidentally. To prevent this in the future Mr. Kelso offered some advice as his employer also has such alarms at school front desks. This experience will be reviewed with staff and is now a real event that we can draw on as we discuss building security.

7. OTHER MATTERS TO COME BEFORE THE BOARD

8. NEXT MEETING

A. September 23, 2026

9. ADJOURN

A. The meeting adjourned at 6:10 pm.

DRAFT

HERMISTON OREGON PUBLIC LIBRARY™

1st Quarter (July, August, September) 2026-27

	2025-26	2026-27	
Circulation	9,163	12,978	41.6%
E-Books/Audio/Magazines	3,643	4,164	14.3%
Interlibrary Loan			
In Bound	813	1,760	116.5%
Out Bound	196	1,486	658.2%
Items in the Collection	30,840	31,676	2.7%
Added this Year	378	340	-10.1%
Computer Use	254	729	187.0%
WiFi Use	298	1,362	357.0%
Patrons	7,533	8,542	13.4%
Door Count	3,226	6,994	116.8%
Reference	487	332	-31.8%
Volunteer Hours	25	25	0.0%

Programs	Events	Attendance	Events	Attendance
Children	19	831	25	681
Teen	4	34	8	84
Adult	5	48	12	194
Outreach			3	775

Budget	**2026-27**	**Budget**	
Personnel	209,400	1,008,138	20.8%
Operating	28,135	187,712	15.0%
Materials	6,040	30,000	20.1%
TOTAL	217,372	1,074,288	20.2%

Assistant Director's Report

November 2026

Staffing

The library had a library assistant staff member leave in August. Michelle was hired as a replacement. She is doing well and has taken over Bookminders, the library's book club.

For fiscal year 2026-2027 the library's budget included personnel costs for a seventh library assistant position. The position has been announced and interviews should take place soon.

Coco Pacheco, the librarian that was offered the director's position, has communicated that she is no longer able to take the job. City Administration is working with a recruiter to find new applicants.

Programming

The library is increasing the number of programs being offered to the public. The biggest turn out was for Treats on Main with 678 picking up treats at the library. The total door count for the day was 712.