



*Where Life is Sweet*

# LIBRARY BOARD

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

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June 26, 2024 at 5:00 PM

## AGENDA

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1. CALL TO ORDER

2. READING OF MINUTES

A. May 22, 2024

3. PUBLIC COMMENT

4. UNFINISHED BUSINESS

5. NEW BUSINESS

6. LIBRARIANS REPORT

A. Directors Report

7. OTHER MATTERS TO COME BEFORE THE BOARD

**A. BY-LAWS OF THE LIBRARY ADVISORY BOARD**

Article IV

Officers

Section 1. Officers of the Library Board shall be a chair and a vice-chair.

Section 2. Officers shall be elected at the July meeting of the Library Board, which shall be the annual meeting, and shall take office immediately.

8. NEXT MEETING

A. July 24, 2024

9. 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.

## HERMISTON LIBRARY BOARD

Regular Meeting

May 22, 2024

### 1. CALL TO ORDER

The meeting was called to order at 5:03 pm by Lisa Depew, with Casey Hinkley, Erick Peterson, and Rosario Madrigal present to form a quorum. Also present was Maria Duron, City Council Liaison, and Mark Rose, Library Director.

### 2. READING OF MINUTES

A. April 24, 2024

The minutes were approved as written.

### 3. PUBLIC COMMENT

### 4. UNFINISHED BUSINESS

### 5. NEW BUSINESS

### 6. LIBRARIANS REPORT

Mr. Rose informed the board that elementary school visits will begin for promoting the annual Summer Ready Program (SRP). He or another staff member will present details about the program to each grade at all 6 schools. Leslie, who works with teens will do the 5<sup>th</sup> grade class at each school.

In addition to SRP, Mr. Rose is also pursuing cooperation with the Summer School program managed by the Hermiston School District.

Mr. Rose has requested a copy of the database program from a library he formerly worked at in Ohio, that tracks problems staff have with patrons.

Mr. Peterson commented about his discussion with library staff about community members who do not support the library renovation. Mr. Rose will determine who and what was said so that an appropriate reply can be formulated and communicated to the public.

Renovation of the library is moving forward. The time line is not to the date as yet, though we are planning to have the temporary library in the Carnegie building operational September 3<sup>rd</sup>. We will begin the move at the end of the SRP at the beginning of August. At this time we estimate about 20% of selected collections will be housed in the Carnegie building and the remaining 80% + will be stored inaccessibly at a location yet to be determined. The floor plan for the temporary location has been worked out and we have the means to

identify the items that will remain available. The City and library are talking with professional movers and planners to assist in this project. The amount of time needed to accomplish this is, at this time, hazy. I hope to see this become clearer as we continue to plan.

Some library services, such as programming, will take place in the new City Hall. We have begun to place meetings and programs on the City Hall room calendars so that our programs will be able to keep the customary times our customers are familiar with.

**7. OTHER MATTERS TO COME BEFORE THE BOARD**

**8. NEXT MEETING**

A. June 26, 2024

**9. ADJOURN**

The meeting adjourned at 5:55 pm.

## Directors Report

June 2024



**SRP – Sign ups to date** - Our enrolment for SRP is 133 children, 56 teens, and 81 adults, we hope to continue to see that grow. We sent out an invitation to all city staff to join in the reading and have offered the department with highest rate of participation some form of reward.

**Summer School Cooperation** - This summer, thanks to Lisa, I will be visiting the two summer schools every other week for 6 weeks. During each visit I will have 5 minutes to talk about the library SRP and then spend about 20 minutes with 1-3 graders, and another 20 minutes with 5 & 6 graders, during that time I will read to them a preselected story that emphasizes kindness, honesty, respect, perseverance, cooperation, and gratitude. Once a week I read to two groups of students.

**Staffing** - We have hired 2 pages for a 4-month period. We focused on experience and have brought back Angie Villegas, and Jacob Gutierrez. Both are familiar with the collection, staff and our working methods, each are good workers. I expect them to be very helpful as we pull our temporary collection, move and set up operations in our temporary location.

### Renovation Project

Public Documents for conversations - I am working with Daniel Wattenburger to create two new elements for our library web page. One element will be to honor our brick donors with photos of all the bricks and an index to find the location of all names on the photos of the bricks. The other element will be related to construction. It is here that I plan to post the graphics that all will be able to refer to as well as photos of progress of the renovation. Liaison

Time line - August 1 has become our main date for closing our current library location. We expect to have begun moving items and collections to the Carnegie

building prior to that. I am hopeful that within 2 weeks the Carnegie building will be able to begin operating as a lending library.