



LIBRARY BOARD

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

Where Life is Sweet

January 25, 2023 at 5:00 PM

AGENDA

1. **CALL TO ORDER**
2. **READING OF MINUTES**
 - A. Minutes, October 26, 2022
 - B. Minutes, November 30, 2022
3. **PUBLIC COMMENT**
4. **UNFINISHED BUSINESS**
 - A. Calendar for 2023
5. **NEW BUSINESS**
6. **LIBRARIANS REPORT**
 - A. Quarterly Statistical Report
7. **OTHER MATTERS TO COME BEFORE THE BOARD**
8. **NEXT MEETING**
 - A. February 22, 2023
9. **ADJOURN**

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

Please contact Hermiston City Hall, 235 E Gladys Ave, 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

October 26, 2022

Call to Order

The meeting was called to order at 5:00 pm by Chair Casey Hinkley, with Lisa Depew, and Erick Peterson present to form a quorum. Also present was City Counsel Liaison Lori Davis and Library Director Mark Rose. Jackie Linton arrived prior to the completion of the minutes.

Reading of Minutes

- A. Minutes of the September 28, Library Board Meeting

The minutes were approved as written.

Public Comment

Unfinished Business

New Business

- A. Policy Update – Privacy and Confidentiality of Library Records – Mr. Rose presented no changes to the policy. No changes were suggested by the board and the continuation of the policy was recommended.

Librarians Report

- A. 1st Quarter Statistical Report – Mr. Rose reviewed the report line by line. Normally more than 2-3% change is acceptable so the -10.1% dip in circulation is concerning. Ms. Depew stated that with the first “normal” summer since COVID she was not surprised or concerned about the numbers. The line below Items Added this Year is extraneous and may be ignored. Computer and WiFi use numbers were not collected due to the absence of a staff member.
- B. Mr. Rose answered various questions about the completion of the library building. He indicated that he has requested the elevator improvements be top of the list of projects as it is not code compliant. He also shared a Thank You card from Good Shepard for the library participation in their Family Health and Fitness Day. He also reviewed 2 incident reports and discussed pictures staff had provided him of homeless individuals sleeping outside the library during the previous week.

Other Matters to come before the board

Adjournment

The meeting adjourned at 5:36 pm.

Next Meeting

November 30, 2022, 5:00 pm in the Library Meeting Room

HERMISTON LIBRARY BOARD

Regular Meeting

November 30, 2022

1. CALL TO ORDER

A quorum was not formed. At 5:15 Lisa Depew was present, Mark Rose Library Director was also present.

Those present discussed the situation with a problem patron and the possible change to meeting room use policy.

2. READING OF MINUTES

A. Minutes, October 26, 2022

3. PUBLIC COMMENT

4. NEW BUSINESS

A. Calendar for 2023

5. UNFINISHED BUSINESS

6. LIBRARIANS REPORT

A. Directors Report November

7. OTHER MATTERS TO COME BEFORE THE BOARD

8. NEXT MEETING

A. January 25, 2023

9. ADJOURN

2023

January						
Su	Mo	Tu	We	Th	Fr	Sa
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				

April						
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30						

July						
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29	30	31				

February						
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May						
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28	29	30	31			

August						
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November						
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March						
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June						
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September						
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December						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

 CLOSED - Holiday

 CLOSED - Training

 Board Meeting

 Open 10-3



2st Quarter 2022-23

	2021-22		2022-23		
Circulation		26,083		24,304	-6.8%
E-Books/Audio		5,242		4,825	-8.0%
Interlibrary Loan					
In Bound		1,448		1492	3.0%
Out Bound		1,102		1601	45.3%
Items in the Collection		38,035		37,420	-1.6%
Added this Year		820		1125	37.2%
Computer Use		616 *		1953	
WiFi Use		475 *		2026	
Patrons		9,224		7736	-16.1%
Door Count		13,742		18538	34.9%
Reference		210		218	3.8%
Volunteer Hours				87	
Programs	Events	Attendance	Events	Attendance	
Children	23	298	64	1950	
Teen	9	152	19	397	
Adult	25	234	56	784	
Budget	2022-23		Budget		
Personnel		392,792		841,116	46.7%
Operating		55,484		143,300	38.7%
Materials		18,568		40,000	46.4%
TOTAL		466,844		1,024,416	45.6%