



*Where Life is Sweet*

# LIBRARY BOARD

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

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January 28, 2026 at 5:00 PM

## AGENDA

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1. CALL TO ORDER
2. READING OF MINUTES
  - [A.](#) November 19, 2025
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
5. NEW BUSINESS
6. LIBRARIANS REPORT
  - [A.](#) 2nd Quarter Statistical Report
  - [B.](#) Directors Report
7. OTHER MATTERS TO COME BEFORE THE BOARD
8. NEXT MEETING
  - [A.](#) February 25, 2026
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

November 19, 2025

## 1. CALL TO ORDER

The meeting was called to order at 5:00 pm by Lisa Depew, with Lori Davis, Zaira Sanchez, and Lori Davis present to form a quorum. Also present was Mark Rose, Library Director, Josh Roberts City Council Liaison. Aries Woodward, Kyla Pack, Yaretzi Alcazar, and Maddix Medrano of the Youth Advisory Committee - Library Board were also present.

## 2. READING OF MINUTES

A. October 22, 2025

The minutes were approved as presented.

## 3. PUBLIC COMMENT

Jayden Badillo and Michael Tejeda, students at Armand Larvea Middle School, are currently participating in a broadcasting course, requested permission to interview library staff about the renovated library.

Member of the Public, Susan Jones, recommended that on the days prior to Thanksgiving and Christmas, the library close at noon.

## 4. UNFINISHED BUSINESS

## 5. NEW BUSINESS

## 6. LIBRARIANS REPORT

Mr. Rose reviewed the month's Directors Report. The community is happy with the renovated library and are comfortable with operating the space.

Mr. Rose discussed the need for a new Strategic Plan for the library. Board members requested previous copies of such plans to better understand what they consist of. A general discussion of the process occurred.

## 7. OTHER MATTERS TO COME BEFORE THE BOARD

It was suggested that teachers of English as a Second Language be contacted to encourage them to recommend the library as a community resource for the students and their families.

## 8. NEXT MEETING

A. January 28, 2026

## 9. ADJOURN

The meeting adjourned at 5:39 pm.

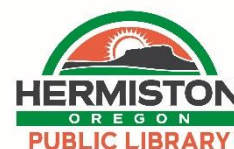


2nd Quarter 2025-26

	2024-25		2025-26		
Circulation		19,375		23,315	20.3%
E-Books/Audio		6,401		7,166	12.0%
Interlibrary Loan					
In Bound		1,920		1,782	-7.2%
Out Bound		736		713	-3.1%
Items in the Collection		32,304		37,083	14.8%
Added this Year		588		897	52.6%
Computer Use		1,032		689	-33.2%
WiFi Use		913		1,134	24.2%
Patrons		7,274		7,786	7.0%
Door Count				6,210	
Reference		661		911	37.8%
Volunteer Hours		8		39	387.5%
Programs	Events	Attendance	Events	Attendance	
Children	41	1470	35	1378	
Teen	8	116	9	77	
Adult	14	183	14	152	
Budget	2025-26		Budget		
Personnel		395,961		890,288	44.5%
Operating		70,010		144,000	48.6%
Materials		17,097		40,000	42.7%
TOTAL		483,068		1,074,288	45.0%

# Directors Report

January 2026



## Staffing

We filled our open position with Laura Olson. She seems to be fitting in and learning the skills necessary for daily operations of the library

We have received notification that Bea will be leaving us at the end of this month. We've begun our search for a new staff member.

## Building Renovation

The last significant item on the list is the installation of the Gary Price Statue. No date is set for this event. You will be informed when the installation is scheduled.

## Maker Space

All of the maker space equipment is set up and functioning. Public programming has begun, mugs and t-shirts have been made for our public, more programs are being planned.

## Oregon Community Fund (OCF) Statement

I've attached a copy of the most recent fund statement they have issued. I would like to include funds received from this fund into next years budget for a purpose we need to discuss.

## Strategic Planning

As I reviewed our past strategic planning, I realized that my description of the process was not entirely accurate. A strategic planning committee generally includes individuals from groups interested in the library, such as the Library Board, the Friends of the Library, library staff, and community members. The plan that is created will be presented to the library board for its approval upon completion.

Below is a list of past strategic plans and relevant city documents:

[City of Hermiston, 2025 City Council Goals, +Action Plan](#) This plan is updated annually.

[Hermiston 2040, Community Vision+, Action Plan](#)

Hermiston Public Library Strategic Plan 2022 (pdf copy attached)

Hermiston Public Library Strategic Plan 2018 (pdf copy attached)

To: Mark Rose  
Hermiston Public Library

## Hermiston Public Library Endowment Fund of Oregon Community Foundation

### Statement of Changes in Fund Balance April 1, 2025 through June 30, 2025

#### Current Period Activity

Beginning Balance	<b>\$90,298.43</b>
Interest and Dividend Income	103.05
Realized Gain/(Loss) on Investments	234.14
Unrealized Gain/(Loss) on Investments	5,512.72
Investment Management Expense	(77.95)
Net Investment Return	<u>5,771.96</u>
Contributions	0.00
Other Income	0.00
Repayments	0.00
Total Fund Additions	<u>0.00</u>
Distributions Paid	0.00
OCF Fee	(114.19)
Legal Fees	0.00
Broker Fees	0.00
Other Expenses	0.00
Total Expenses	<u>(114.19)</u>
Fund Transfers	<u>0.00</u>
Ending Balance	<b><u>95,956.20</u></b>

#### Pending Transactions

Distributions Approved, Unpaid	0.00
Fund Expenses, Unpaid	<u>0.00</u>

**Net Ending Balance** **\$95,956.20**

Amount Available for Distribution as of 8/12/2025 **\$3,272**

For questions about this statement please contact: Valarie Rundquist [vrundquist@oregoncf.org](mailto:vrundquist@oregoncf.org) 503.552.3510

Detailed investment return information is available on OCF website ([www.oregoncf.org](http://www.oregoncf.org)).

**2022-2025**

**1. Early Childhood Literacy**

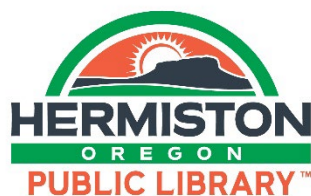
- a. Offer programs for pre-k children as demand indicates
- b. Expand the Children's collection
- c. Create a welcoming place for children in the basement renovation

**2. Develop a Maker Space**

- a. Develop list of resources for the space
  - i. Conduct a space assessment to determine what types of equipment and tools can be accommodated.
  - ii. Survey the community to identify the items they would most like to access.
- b. Develop a plan for changes that will enhance physical space within the library.

**3. Develop an Hispanic Cultural Center**

- a. Expand Spanish Language Collections
  - i. Participate in Libros for Oregon
  - ii. Use expansion space to increase collections
- b. Resource Center to facilitate access to community services
  - i. Staff with Spanish language skills will continue as a priority
  - ii. Displays related to the history and culture Spanish speakers in Hermiston and Oregon
  - iii. Develop partnerships with (ie. CARE, OHDC & Euvalcree) organizations serving the Hispanic community.
  - iv. Develop a resource list online and in print for all services in the community
- c. Serve as a gathering space
  - i. Identify staff with liaison responsibilities to community groups representing and serving the Spanish speaking community
  - ii. Offer basic computer classes in Spanish
  - iii. Explore financial literacy and tax filing assistance for Spanish Speakers
  - iv. Host City of Hermiston Hispanic Advisory Committee and other similar meetings in the library



# Hermiston Public Library Strategic Plan

## 2018

### Hermiston City Vision

*The City of Hermiston aspires to support an excellent community.  
We strive to provide courageous leadership to create an inclusive community while  
providing an affordable, livable and growing economy.*

### Hermiston Public Library Mission

*To provide the public friendly, knowledgeable, and timely access to information and  
resources for lifelong learning, life choices, and the joy of reading.*

A special thanks to our Oregon State Library Consultant Darci Hanning who assisted in completing this important process.

We'd also like to thank the Hermiston citizens who provided valuable input:

Amanda Woodlee  
Debbie Pedro  
Mary Dowdy (library staff)  
Natalie Edwards  
Scott Depew

## I. Create Young Readers: Early Literacy

A. **Goal:** Children from birth to five will have programs and services designed to ensure that they will enter school ready to learn to read, write, and listen.

1. **Objective:** After Summer Reading in 2019, at least 60% of the parents/caregivers surveyed will report that they read more with children than the previous summer.

a) *Activities*

(1) May-July 2019: Plan, promote, and host Summer Reading programs at the library.

(2) May 2019: Create Project Outcome survey for parents/caregivers at the end of Summer Reading.

(3) July 2019: Conduct Project Outcome survey with parents/caregivers that attended summer reading programs with children.

2. **Objective:** Increase the number of attendees to summer reading programs by 5% each year for three years (measured from June 2019 through August 2021).

a) *Activities:*

(1) Identify community events and create schedule for staff attendance for the upcoming year by September 28, 2018.

(2) Determine needed budget for staff and supplies, and promotional/takeaways by September 28, 2018.

(3) Attend community events from October 2018 through September 2019.

(4) Evaluate effectiveness, adjust activities, budget as needed, and plan for 2019 – 2021.

## II. Visit a Comfortable Place: Physical and Virtual

A. **Goal:** Residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read.

1. **Objective:** Increase the number of hours that community members have access to the Library.

a) *Activities:*

(1) Staffing will be reviewed to identify changes needed to increase library operating hours.

(2) Additional funding will be requested to expand operating hours for fiscal year 2019-2020.

2. **Objective:** Increase the use of the Lanham room by our community by 5% each year from January 2019 to December 2021

a) *Activities:*

- (1) Review and update the meeting room policy by December 1 2018.
- (2) Begin advertising the availability of the Lanham room via library communications beginning in 2019.

B. **Goal:** Residents will find more materials and open spaces to meet various needs.

- 1. **Objective:** Open up the basement area to house collections and provide both quiet and children-friendly areas.

a) *Activities:*

- (1) A plan will be developed to expand use of the basement and phases with dates negotiated with City administration by January 1, 2020.

C. **Goal:** Residents will have open and accessible virtual spaces that support networking

- 1. **Objective:** Access to information and communications related to library programs will be available to all interested members of the community by January 1, 2019.

a) *Activities:*

- (1) Web page will be improved by:
  - (a) Updating to work better with phones by January 1, 2019.
  - (b) Allowing users to add events to personal calendars by July 1, 2019.
  - (c) Allowing participants to opt in or out of program specific communications July 1, 2019.

### III. Know Your Community: Community Resources and Services

A. **Goal:** Residents will have a central source for information about the wide variety of programs, services, and activities provided by community agencies and organizations

- 1. **Objective:** The library will move the current newsletter from paper to an electronic format by January 1, 2019.

a) *Activities:*

- (1) The library will develop a newsletter format that can be delivered and managed online by January 1, 2019.
- (2) Develop a community communication email list through patron registration, Friends of the Library, and library program participants by January 1, 2019.
- (3) The newsletter will offer no cost ad space to community service providers by January 1, 2020.