



# LIBRARY BOARD

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

*Where Life is Sweet*

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February 26, 2025 at 5:00 PM

## AGENDA

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1. CALL TO ORDER
2. READING OF MINUTES
  - A. January 22, 2025
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
5. NEW BUSINESS
6. LIBRARIANS REPORT
  - A. Oregon Community Foundation Endowment Update
7. OTHER MATTERS TO COME BEFORE THE BOARD
8. NEXT MEETING
  - A. March 26, 2025
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

January 22, 2025

## 1. CALL TO ORDER

The meeting was called to order at 5:05 pm by Lisa Depew, with Casey Hinkley, and Rosario Madrigal present to form a quorum. Also present was Josh Roberts, City Council Liaison and Mark Rose, Library Director.

## 2. READING OF MINUTES

A. November 19, 2024

The minutes were approved as written.

## 3. PUBLIC COMMENT

## 4. UNFINISHED BUSINESS

## 5. NEW BUSINESS

## 6. LIBRARIANS REPORT

A. Quarterly Report, 2<sup>nd</sup> Qtr 24-25

Mr. Rose noted the marking on top of the report that renovation is occurring during the timeframe of this report. It was noted that the columns indicated the same year, this will be corrected. A number of categories are down reflecting the smaller collection. Our door count is manual during the renovation, some extrapolation will be made to come up with this count. Program events are down; however, the attendance is good for the programs held. Budget expenses in all categories are in line with the progress of the year.

The school district presented at Kiwanis today which Mr. Rose shared with the board. The school district has stepped away from Scholastic Book Fairs and is now coordinating a book sale with the local bookstore. They also discussed programming, like story times and author events.

B. Directors Report

Staffing - We are now collecting applications for the open position. The process will go a bit differently in the Carnegie building, I took the opportunity to discuss this with staff at our latest staff meeting and will engage as many staff in the process as is possible.

Maker Space – Staff have visited a maker space in Richland and will be visiting the Dalles Library to learn about their space this Friday.

Renovation - New footings for the stairs and new columns have been completed and framing is nearing completion. We have spent time considering furniture, form, colors, and visual appeal, Mr Rose presented the furniture fabric and paint colors. Shelving, in detail, accessories are also being reviewed so that final orders for these items can be completed. Plumbing rough in is complete, HVAC is ongoing and electrical will begin next week. Steel work will take some time and will begin soon.

Mr. Rose discussed changes that will be made in policy areas such as public hours of operation, policy regarding meeting room use, waivers for users of the maker space. These will be policies that will likely be updated after some real like staff experience is had.

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

**8. NEXT MEETING**

A. February 26, 2025

**9. ADJOURN**

The meeting adjourned at 5:39 pm.

To: Mark Rose  
Hermiston Public Library

**Hermiston Public Library Endowment Fund of Oregon Community Foundation**

**Statement of Changes in Fund Balance  
October 1, 2024 through December 31, 2024**

**Current Period Activity**

Beginning Balance	<b>\$89,982.57</b>
Interest and Dividend Income	287.33
Realized Gain/(Loss) on Investments	79.05
Unrealized Gain/(Loss) on Investments	(146.82)
Investment Management Expense	(115.71)
Net Investment Return	<u>103.85</u>
Contributions	0.00
Other Income	0.00
Repayments	0.00
Total Fund Additions	<u>0.00</u>
Distributions Paid	0.00
OCF Fee	(113.22)
Legal Fees	0.00
Broker Fees	0.00
Other Expenses	0.00
Total Expenses	<u>(113.22)</u>
Fund Transfers	<u>0.00</u>
Ending Balance	<b><u>89,973.20</u></b>

**Pending Transactions**

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

<b>Net Ending Balance</b>	<b><u><u>\$89,973.20</u></u></b>
Amount Available for Distribution as of 2/18/2025	<b><u><u>\$3,272</u></u></b>

For questions about this statement please contact: Valarie Rundquist vrundquist@oregoncf.org 503.552.3510

Detailed investment return information is available on OCF website (www.oregoncf.org).