



LIBRARY ADVISORY BOARD MEETING

Wednesday, July 29, 2026 at 6:00 PM
Sandy Public Library Community Room and via Zoom

AGENDA

TO ATTEND THE MEETING IN-PERSON:

Come to the Library Community Room - 38980 Proctor Blvd
Sandy, OR 97055

TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link:
<https://us06web.zoom.us/j/89745652452?pwd=6X3h2XhDYhqH2WZ7AOVaN69QdnPbv1.1>

Or by phone: (253) 215-8782; Meeting ID: 85290684685

ROLL CALL

PUBLIC COMMENT

APPROVAL OF MINUTES

1. Approval of Minutes
- [2.](#) Library Advisory Board Minutes - 1 April 2026

NEW BUSINESS

3. Space for Sandy Library

OLD BUSINESS

4. Mobile Library

STAFF UPDATES

ADJOURN

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) or (Email: recorder@ci.sandy.or.us) at least 48 hours prior to the scheduled meeting time if you need an accommodation to observe and/or participate in this meeting.



LIBRARY ADVISORY BOARD MEETING

Wednesday, April 01, 2026 at 6:00 PM
Sandy Public Library Community Room and via Zoom

MINUTES

ROLL CALL

PRESENT:

Lynne Pollard, Board Chair
Salina Horsfall
Liz Lopez-Aguado
Arehn McCarty
Heather Michet
Teresa Peltier
Lindy Hanley, City Council Liaison
Bruce Heider, Friends of Sandy Library
Sarah McIntyre, Library Director

ABSENT:

Bethany Shultz, LDAC Representative
Cynthia Bowie, Friends of Hoodland Library

PUBLIC COMMENT

none

APPROVAL OF MINUTES

Approval of Minutes

- Began at :44
- Motion to accept the February meeting minutes as presented by Lopez-Aguado, second by McCarty. Minutes were approved unanimously.

NEW BUSINESS

1. Mobile Library Schedule and Ribbon Cutting

- .Discussion began at 1:13
- Soft roll out of the Mobile Library this month

- Going to each elementary school in the Oregon trail School District, to Pioneer Mobile Home Park, and three special events. Two Dia del Nino, one at Sandy Library and one in Welches near the Lions Club. and a Ribbon Cutting at Sandy Library on April 22nd 4-6pm.
- Set up the first senior stop at Avamere at Sandy on April 24th.
- Monica and Sarah are going to Firwood School and Pioneer Mobile Home park on the first day, April 7th
- After April will be starting to add more stops. Daycares may start in Summer and Preschools in the fall.
- The Mobile Library schedule will be on the Library Website after this month.
- Salina asked if we have guidelines or priorities for stop
 - The library is trying to reach underserved populations from our strategic plan, namely kids and seniors who have difficulty getting to the library on their own
- Councilor Hanley asked if we have finalized holds issues with other LINCC Libraries
 - Yes.

2. Mobile Library Policies

- Discussion began at 6:25
- Updated since they were attached to the agenda
 - Added an Outreach Mission Statement
 - Added criteria for Mobile Library stops
 - The two bullet points after the first paragraph
- Councilor Hanley asked where the specific criteria for Mobile Library Stops is located
 - They are the 6 bullet point under Mobile Library Stops
 - Sarah will rearrange the document to make it flow more smoothly and rename Mobile Library Stops to Criteria for Mobile Library Stops
- Councilor Hanley asked if there were any concerns with Daycares or Preschools having paying customers
 - Early Literacy is one of the Objectives in our Strategic Plan so reaching that age group is important to the Library. The library will be going to non-profit preschools as well.
- Salina asked how many volunteers are lined up to help
 - We have volunteers who have expressed interest, but we need to train all of our staff to go out. We will have two staff members going out with the Mobile Library for these first months at least through the middle of summer.
 - The goal is to have the Mobile Library go out with a staff driver and a volunteer once all staff are trained.
- Salina asked if a staff member is sick, would the Library send out one staff person by themselves.
 - No, the goal is to always have 2 people on the vehicle for safety reasons.
- Councilor Hanley asked how it is going to work with the elementary schools, because not all kids will have library cards

- Oregon Trail School District Communications Director is planning to send out a message through Parent Square with links to a form in English and Spanish for parents to sign their kids up for a library card.
- At the School, staff will be able to look the kid up to see if their parent signed them up, check items out, and then mail the library cards home to the parent.
- Councilor Hanley asked if kids will have to have their library cards with them in order to check out.
 - That is the goal, though we will have to see how many kids have their library cards with them. We may need to be more forgiving with this policy.
- Arehn asked if the students are coming by class
 - They are coming on their recess period during lunch
- Councillor Hanley asked if we will have a selection of adult materials on the vehicle when we go to stops for kids
 - Almost all the time the vehicle will have a selection of materials for adults. Teachers may want to utilize the vehicle, or place holds to be picked up at their school. There will always be at least twice as many kids books as adults books, simply based on the size of the books.
 - Currently don't have any desks in the vehicle, it is all shelves. Don't have public computers set up yet.
- Heather asked about the statement that depending on the heat index, etc, activities may need to be cancelled or if possible relocated indoors.
 - If the library is at a location that has indoor space, we could locate activity indoors, but if we are at a park or location without an indoor space, we would cancel the event entirely.
 - Heather suggested updating that statement to say relocated at the venue, so that people do not think the activity would be relocated to the library.
- Councilor Hanley asked if these policies are similar to Lake Oswego's Policies
 - Yes. They shared their policies with us, and we modified them to fit our needs.

OLD BUSINESS

3. Library Directors to present Strategic Direction at City manager Meeting
 - Discussion began at 27:49
 - Library Directors who were involved with the Library District taskforce will be presenting.
 - On the agenda in June
4. Hoodland Funding
 - Discussion began 30:20
 - Lynne Pollard reported that Hoodland Library's tax funding raised is somewhere around \$400-500,000/year and the Hoodland Library is currently estimated to get about \$700,000 for 2 years.
 - 700 homes are STRs, almost 20% of all the available housing in whole Hoodland service area

- There is no path forward currently for working towards a new district rate, but as we continue to talk about it, this is something to keep in mind. The current rate was adopted in 2009.

STAFF UPDATES

5. Fundraising update

- Discussion began at 38:20
- This summer will be asking businesses for donations for Mobile Library
 - Planning a Casino Night this fall and possibly a Bingo Night in September
- The Library will be at both Farmers Markets monthly. The City of Sandy will have a department at the Farmers market each week
- Lynne mentioned the possibility of the Library attending the Hoodland Block party during the summer months.
- Councilor Hanley suggested at events having containers for a few classic books and asking for people to vote/donate to their favorite one.
- Arehn asked about the logistics of having people hire the Mobile Library for something like a kids birthday party.
 - The library is not planning to do this currently, but could consider doing it as a fundraiser or offering it as a special raffle prize.

ADJOURN

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