

# ST. HELENS PUBLIC LIBRARY BOARD MEETING

Monday, March 10, 2025, at 7:15 PM  
Virtually over Zoom

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## APPROVED MINUTES

### Members Present

Chair Aaron Martin  
Member Robert Dunn  
Member Ellen Jacobson  
Member Jana Mann  
Member Lynne Pettit  
Member Jay Echternach

### Members Absent

Vice Chair Fatima Salas  
Member Diana Wiener

### Council Liaison in Attendance

N/A

### Visitors

None

### Staff Present

Library Director Suzanne Bishop  
Library Board Secretary Dan Dieter

## CALL TO ORDER

Meeting was called to order at 7:17 p.m. by Chair Martin.

### VISITOR COMMENTS *Limited to three (3) minutes per speaker.*

No visitor comments.

## APPROVAL OF MINUTES

1. Minutes from the regular board meeting, February 10, 2025, were reviewed.

Motion: Upon Member Jacobson's motion and Member Dunn's second, the Library Board unanimously approved the minutes dated February 10, 2025. [Yeas: Chair Martin, Member Dunn, Member Echternach, Member Jacobson, Member Mann, Member Pettit; Nays: none]

## OLD BUSINESS

2. STRATEGIC PLAN SUBCOMMITTEE REPORT: Chair Martin stated that the subcommittee met earlier this afternoon, and some progress was made in coming up with a structure for how to work on goal one of the strategic plan. This part of the plan includes addressing how we foresee the library changing. We are going to address that further before our next meeting and bring some information back to the board.

3. MAKERSPACE FUNDRAISING SUBCOMMITTEE REPORT: Director Bishop stated that the Friends of the St. Helens Public Library have received an anonymous \$2,000 donation for the Makerspace. This funding will help with the cost of the new large project table. Member Echternach stated that he has made two proposals to the Elks Lodge. One of their fundraising activities makes between \$750 and \$1,100 per month, and we are hoping that the next activity will be dedicated for the Makerspace. Our former board member Colleen Ohler is continuing to work on in-kind gifts.

## **NEW BUSINESS**

4. CREATE PROSPECTIVE BOARD MEMBER INTERVIEW SUBCOMMITTEE: The group discussed creating a subcommittee to conduct an interview for a recently submitted application. Member Jacobson suggested that the board consider performing the interview during a regular board meeting. She noted that in response to the new requirements for public meeting laws concerning committees and subcommittees, the other City boards and commissions have chosen to perform interviews during regular meetings.

Motion: Upon Chair Martin's motion and Member Dunn's second, the Library Board unanimously agreed to interview prospective board members during regular board meetings. [Yeas: Chair Martin, Member Dunn, Member Echternach, Member Jacobson, Member Mann, Member Pettit; Nays: none]

The board will interview Erin Wheeldon at the next board meeting.

## **LIBRARY DIRECTOR'S REPORT**

Director Bishop stated that the City Council has decided on a new format for department reporting. Instead of a semiannual report, each department will submit a report every other month. We have eight new laptops for the Makerspace, and we will try to use the old ones for programs in the library, checking out in the library and Summer Library Challenge signups. The middle section of the Makerspace, Makerspace B, is mostly cleaned out with just a few things waiting to go to Habitat for Humanity's Restore. Some of the shelving units will be reused for the local history collection, which is currently in various parts of the library. Patron Services Librarian Brenda Herren-Kenaga will start holding office hours in that space to welcome people to the collection and to help with any research inquiries. There is also an opportunity to work with the Columbia County Museum Association to compare collections so that any interested might know what materials are available at the Museum. Some of our items will be put into the online catalog. The Fundraising Subcommittee also discussed naming the rooms after donors, such as Diane Chaney Kem who was the person who really drove the fundraising that helped this building get built. The Seed Library is up and running. We are proud to partner with the Master Gardeners to identify all the materials and get the seeds. It's a big project and it will be an important contribution to the community. Our teen internship grant for \$2,249 will allow us to hire one teen for the summer. They will help establish a teen advisory council and work on projects and programs during the summer, specifically the Summer Library Challenge. There should be a total of 400 hours available. We joined Columbia County Reads 2025 which will focus on "The Horse" by Willy Vlautin. Mr. Vlautin won an Oregon Humanities Award for Literature. I will know more about the program after meeting with other library directors from the county next week. The Summer Library Challenge this year is "Level Up at Your Library." Youth/Makerspace Librarian Wiersma and Library Technician I Woodruff have done a great job of putting together some fun programs for this year's challenge. I will be meeting with the chair of the Growing Rural Oregon (GRO) leadership team that is funded by the Ford Family Foundation to talk about how we might be able to support our business community more comprehensively. They have a particular interest in the Makerspace. One of our

newer volunteers in the Makerspace, Joe Holstein, has been supporting Youth/Makerspace Librarian Wiersma with many the things in the Makerspace, from working on the new laptops to assisting with the 3D printers. We are grateful to him. We had 46 people come into the library the last two hours one day last week, and I want to give kudos to Patron Services Librarian Herren-Kenaga and Library Assistant Vargas-DeLara for handling everything so well, from setting up new cards to assisting with research projects. I will be out of the library from March 21 to April 1, and Patron Services Library Herren-Kenaga will be in charge during my absence. Later in April, I will be attending the Oregon Library Association Conference in Eugene.

### **COUNCIL LIAISON REPORT**

No Council Liaison report.

### **OTHER BUSINESS**

No other business.

### **SUMMARIZE ACTION ITEMS**

Chair Martin described the action items: We will need to contact Ms. Wheeldon with information about being interviewed at the next board meeting. Member Dunn volunteered to contact Ms. Wheeldon. The Strategic Plan Subcommittee will meet again about the transformation plan, and staff will follow up with feedback on which initiative should be on the agenda for next month.

### **ADJOURNMENT**

Chair Martin adjourned the meeting at 7:56 p.m.

Respectfully submitted by,  
Dan Dieter  
Library Board Secretary