

# ST. HELENS PUBLIC LIBRARY BOARD MEETING

Monday, October 14, 2024 at 7:15 PM  
Virtually over Zoom

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## APPROVED MINUTES

### Members Present

Chair Aaron Martin  
Member Robert Dunn  
Member Jay Echternach  
Member Jana Mann  
Member Colleen Ohler  
Member Lynne Pettit  
Vice-Chair Fatima Salas

### Members Absent

Member Ellen Jacobson  
Member Diana Wiener

### Councilors in Attendance

Councilor Russell Hubbard

### Visitors

Savannah Augustus

### Staff Present

Library Director Suzanne Bishop  
Library Board Secretary Dan Dieter

## CALL TO ORDER

Meeting was called to order at 7:16 pm by Chair Martin.

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

No visitor comments.

## APPROVAL OF MINUTES

1. Minutes from regular board meeting, September 9, 2024, were reviewed.

Motion: Upon Member Dunn's motion and Member Ohler's second, the Library Board unanimously approved the minutes dated September 9, 2024. [Yeas: Chair Martin, Member Dunn, Member Echternach, Member Mann, Member Ohler, Member Pettit, Member Salas; Nays: none]

2. Minutes from special bylaws subcommittee meeting, September 9, 2024, were reviewed.

Motion: Upon Member Ohler's motion and Member Pettit's second, the Library Board unanimously approved the special minutes dated September 9, 2024. [Yeas: Chair Martin, Member Dunn, Member Echternach, Member Mann, Member Ohler, Member Pettit, Member Salas; Nays: none]

3. Minutes from special bylaws subcommittee meeting, September 23, 2024, were reviewed.

Motion: Upon Member Ohler's motion and Member Pettit's second, the Library Board unanimously approved the special minutes dated September 23, 2024. [Yeas: Chair Martin, Member Dunn, Member Echternach, Member Mann, Member Ohler, Member Pettit, Member Salas; Nays: none]

4. Minutes from special bylaws subcommittee meeting, October 8, 2024, were reviewed. Motion: Upon Member Pettit's motion and Member Ohler's second, the Library Board unanimously approved the special minutes dated October 8, 2024. [Yeas: Chair Martin, Member Dunn, Member Echternach, Member Mann, Member Ohler, Member Pettit, Member Salas; Nays: none]

### **OLD BUSINESS**

5. BYLAWS SUBCOMMITTEE UPDATE: Chair Martin stated that the subcommittee met a few times and will submit updated bylaws at the next board meeting for approval.

### **NEW BUSINESS**

6. New board member Jay Echternach was introduced to the rest of the board.

### **LIBRARY DIRECTOR'S REPORT**

Director Bishop welcomed new board member Jay Echternach. The book club's choice this month is *Frankenstein*. The book club has been well received and Library Assistant Johnson has done an amazing job with the group. They even had a Zoom participant last month. The Friends of the St. Helens Library held their book sale last weekend. It appears all went well. The Friends also donated \$4,250 to the library for the purchase of a new Glowforge, as our old one failed and cannot be repaired. The Makerspace will have a new open house on October 24 from 4:00 pm to 6:30 pm. We've invited the business community and of course the library board are invited as well. One of the Makerspace volunteers, Allen McMillan, has been able to calibrate the 3D printers. Once reopened, Youth Librarian / Makerspace Technician Wiersma will start holding open hours which will allow participants to work on equipment that doesn't need training or demonstration, as well as 101 classes which will allow Technician Wiersma to demonstrate the use of some of the equipment and allow her to certify participants in using some of the more advanced equipment. As these programs unfold, she will start scheduling appointments for participants to complete training and certification, as well as work on individual projects that don't need supervision. We will also be recruiting volunteers that are willing to share their particular skills to co-lead a program with her or someone else on staff. As you may have heard, the Columbia Economic Team and the Small Business Development Center (SBDC) will be moving to the John Gumm building sometime this month. That will leave the rooms that they occupy available for other use. There have been conversations with the Columbia Learning Center Foundation Board about library use of the rooms and how much rent would be required. Current rent for the space depends on how much is rented and the range is from \$4,000 to \$9,000 per year. The library budget would not allow for such an expense, but the space would make an ideal addition to the Makerspace. Councilor Hubbard stated that it would be worth looking for some outside monies to cover such a cost for the library, but it might also be worth talking to the City to see if some funding might be available. The Foundation is also looking at other options like small non-profits or other similar groups looking for a space to rent. Member Ohler asked if she could contact the Columbia River People's Utility District about funding. She will get the forms to fill out for funding requests and apply. Attendance by the hour has increased slightly over last year. There are increases in story-time participation and public computer use. We only have six public computers and there are times when they are pretty busy. We are going to create a reserved space for teens in the Young Adult area of the library. We will put signs up to indicate that the space is reserved for teens only from 3:00 pm to 7:00 pm. Member Echternach stated that he would support and encourage this initiative. Youth Librarian Wiersma also has a plan to start a teen advisory board. Director Bishop stated that she will be out of town for a week starting tomorrow. Our new Library Assistant, Karina Vargas-DeLara started a week

ago. She is still in college and has started training with other staff. She has lots of energy and is very welcoming. We recently partnered with the Elks for their Warm Welcome to the Library Program. It's a national program that involves giving away hats, coats, and mittens to kiddos from Head start and their families. Youth Librarian Wiersma and I spoke at the Kiwanis' Daybreakers group last week. The October meeting of the Genial Genealogists saw twenty attendees, compared to the normal nine or ten, in part because the regional expert Tricia Oberndorf covered ship passenger lists. In general people have fun when they come into the library, and they often tell us how they feel welcomed when they come in.

### **COUNCILOR'S REPORT**

Councilor Hubbard stated that the idea of renting the additional rooms from the Foundation can be addressed at a City Council meeting. He would also encourage reaching out to the PUD for funding. It's exciting to see the Makerspace back up and running. It is such a positive thing for the library. And also glad to see Jay is on and he's going to be a great asset to the library.

### **OTHER BUSINESS**

Not at this time.

### **SUMMARIZE ACTION ITEMS**

Chair Martin stated that the bylaws document can be summarized and prepared to go out in the packet for the next board meeting.

### **ADJOURNMENT**

Chair Martin adjourned the meeting at 7:54 p.m.

Respectfully submitted by,  
Dan Dieter  
Library Board Secretary