ST. HELENS PUBLIC LIBRARY BOARD MEETING

Monday, March 09, 2026 at 7:15 PM
Virtually over Zoom (details below)

AGENDA

CALL TO ORDER

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

APPROVAL OF MINUTES

1. Approve Regular Meeting Minutes of February 9, 2026

OLD BUSINESS

2. Strategic Plan Subcommittee report
3. Makerspace Fundraising Subcommittee report

NEW BUSINESS

LIBRARY DIRECTOR'S REPORT

COUNCILOR'S REPORT

OTHER BUSINESS

SUMMARIZE ACTION ITEMS

ADJOURNMENT

VIRTUAL MEETING DETAILS

https://us02web.zoom.us/j/88356970914?pwd=oDwVl2viumacaD9e6xQz2q2T6wUb5r.1

Meeting ID: 883 5697 0914 Passcode: 685504

The meeting location is accessible to persons with disabilities. Requests for an interpreter for the hearing impaired, for a digital device to access a virtual meeting, or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by contacting the St. Helens Public Library at 503-397-4544.

Be a part of the vision and get involved…volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217.

ST. HELENS PUBLIC LIBRARY BOARD MEETING

Monday, February 9, 2026, at 7:15 PM
Virtually over Zoom

DRAFT MINUTES

Members Present
Vice Chair Aaron Martin
Member Rob Dunn
Member Ellen Jacobson
Member Kelsey Knutson
Member Jana Mann
Member Lynne Pettit
Member Erin Wheeldon

Members Absent
Chair Fatima Salas
Member Jay Echternach

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 7:16 p.m. by Vice Chair Martin.

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

No visitor comments.

APPROVAL OF MINUTES

1. Minutes from the regular board meeting, January 12, 2026, were reviewed.

Motion: Upon Member Knutson's motion and Member Pettit's second, the Library Board unanimously approved the regular board meeting minutes dated January 12, 2026. [Yeas: Member Dunn, Member Jacobson, Member Knutson, Member Mann, Member Pettit, Member Wheeldon; Nays: none; Abstentions: Vice Chair Martin]

2. Minutes from the special board meeting, January 28, 2026, were reviewed.

Motion: Upon Member Dunn's motion and Member Wheeldon's second, the Library Board unanimously approved the special board meeting minutes dated January 28, 2026. [Yeas: Vice Chair Martin, Member Dunn, Member Jacobson, Member Knutson, Member Mann, Member Pettit, Member Wheeldon; Nays: none]

OLD BUSINESS

3. STRATEGIC PLAN SUBCOMMITTEE REPORT: No report available.

4. MAKERSPACE FUNDRAISING SUBCOMMITTEE REEPORT: No report available

NEW BUSINESS

5. JOINT CITY COUNCIL / LIBRARY BOARD MEETING FEBRUARY 25, 2026, 7:00 PM IN COUNCIL CHAMBERS: Director Bishop stated that the agenda for this meeting should be the same as last time around. The format for this meeting will change to an annual meeting as it is difficult to meet twice a year. There will be a presentation from the library to the council and there will be an opportunity for engagement between the groups to ask questions and give and receive feedback. Please note that the City Council is holding a special session right before our meeting and, while unlikely, that meeting might run long, which could influence our meeting schedule.

LIBRARY DIRECTOR'S REPORT

Director Bishop stated that we are still working on setting a date for Adult Services Library Herren-Kenaga to travel to the University of Oregon for digitizing the inventory of local newspapers. These papers are being added through funding from an Oregon Heritage Grant. We had our first Wee-Wigglers program that is a collaboration with the Northwest Regional Education Service District. The program was a great success and will be held every fourth Tuesday of the month. We are collaborating with the Oregon Humanities for an upcoming Conversation Project, tentatively scheduled for April 28. Oregon Humanities staff will give the program and we will host it at the library. A likely theme will be the 250th anniversary. Adult Services Librarian Herren-Kenaga has a new contact at the Confederated Tribes of Grand Ronde to ask about using the name Loowit for the Local History Room. We have applied for a grant for adding Americans with Disabilities Act (ADA) paddles to assist with opening the doors on the auditorium side of the building. We are continuing to collaborate with the Museum Association on creating some displays for the 250th anniversary that will fit in with programs this summer. The launch event for the Columbia County Authors Special Collection will be held this Saturday, February 14, 2026, from 11:00 am to 12:00 noon. We have invited the authors, local dignitaries and of course the public. We are hoping that the Mayor will have time to say a few words. There are also a month's worth of activities that will also be held in February. The Teen Advisory Board met a couple of weeks ago. There were 13 young people at the meeting from a variety of backgrounds and interests. They were excited about the program and looking forward to meeting once a month. The President signed the Labor, Health and Human Services Bill that includes funding for the Institute of Museum and Library Services (IMLS), and by extension the Library Services and Technology Act (LSTA). Almost all of the LSTA funding is distributed through grants to states. We do not have a figure for what will be received by Oregon yet, but it should be enough to have full funding for staffing at the state level. This available funding for state museums and libraries will allow applicants to ask for grants up to $50,000. We are currently doing a really cool campaign this month for National Library Lovers Month. We are printing patron check-out receipts and highlighting the bottom where it lists how much money they saved by coming into the library. Last year the total overall value was $833,438, which makes an average of $21.59 per item checked out, and if we only consider residents of St. Helens, the average is $57.21. Some things that are savings that are not included in this accounting would be the 17,239 songs that were streamed through Freegal, or the 28,362 items like books,

audiobooks and magazines that were checked out through Libby, or the 315 downloaded educational materials through Educate Station. We had 728 new accounts established last year, which is an increase of 16 % over the year before. If we have to limit the open hours at the library, it would likely be a Monday morning or a Thursday evening as those are the quietest times. These would be 5 hours blocks. Another element of the Library Lovers Month is a bookmark that we are handing out. It will allow us to get feedback from patrons that will help develop a narrative that might help guide the budget process. We are 7 percent of the budget, but we're not 7 percent of the impact that the city has on our community. We'll be closed next Monday for President's Day. We had 99 users for the Makerspace in January, compared to 105 in January last year. We do have a wonderful cadre of volunteers, many of whom are experts in their field. We have a growing number of users who make appointments specifically with one of the volunteers. The budget was discussed at the last City Council work session and there will be a substantial shortfall by the end of the fiscal year. In order to increase the City's reserve fund to 10 percent, or to 20 percent, which is best practice, the City Council will have to create a ballot measure by adopting a resolution that will either add a general service fee or a local tax levy. Both of these options would sunset after a specific time. Whatever happens, it will have a profound impact on the library budget.

COUNCIL LIAISON REPORT

No council report available.

OTHER BUSINESS

No other business discussed.

SUMMARIZE ACTION ITEMS

No action items summarized.

ADJOURNMENT

Vice Chair Martin adjourned the meeting at 7:57 p.m.

Respectfully submitted by,
Dan Dieter
Library Board Secretary