



CITY OF SWEET HOME LIBRARY BOARD AGENDA

September 11, 2025, 4:30 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

Meeting Information

The City of Sweet Home does not typically utilize a live-stream for its meetings but can upon request; please contact cpretty@sweethomeor.gov to request a link at least 24 hours in advance of the meeting.

Call to Order

Roll Call

Review & Approval of Minutes

- a) [2025-07-10 Library Board Work Session Minutes](#)
- b) [2025-07-10 Library Board Meeting Minutes](#)

Report of the Library Services Director

- a) [Director's Report – September 2025](#)

Statistics

- a) [Statistics – September 2025](#)

Fiscal Report

Old Business

- a) New Library Building – Potential Work Session

New Business

- a) [Library Newsletter – September 2025](#)

Adjournment

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.



CITY OF SWEET HOME LIBRARY BOARD MINUTES

July 10, 2025, 3:00 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

Mission Statement

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Call to Order

The meeting was called to order at 3:00 PM.

Roll Call

PRESENT

Chair Eva Journey
Vice Chair Kelsey Hicks
Board Member Jen Castaneda
Board Member Jim Corley
Board Member Caryn Wise (entered 4:25 PM)

STAFF

Megan Dazey, Library Services Director
Cecily Hope Pretty, Deputy City Manager
Adam Leisinger, Special Projects Manager

Work Session – Library Site Selection

- a) Potential Locations
- b) Priorities identified for new library - initial discussion

Chair Journey requested Board Member feedback on location, price, and amenities for a new library. Director Dazey requested guidance to help narrow the search.

Board Member Corley noted that additional space was a common theme in the list of priorities and spoke in favor of larger locations to allow for further expansion in excess of the currently identified needs.

Board Member Castaneda expressed concern with accelerating growth rates and stated she would be supportive of acquiring land outside of downtown due to size and parking limitations for downtown properties.

Discussion ensued regarding the geographic layout of the City and proximity to schools. Director Dazey noted that buses would adjust their routes to be able to go to a new library location.

Discussion ensued regarding the desire for outdoor space and sufficient parking. Vice Chair Hicks stated that she found the only proposed location with ample land to be the former airport property. Chair Journey added that multiple housing developments were approved in that area. Vice Chair Hicks stated that a location located away from Highway 20 may not help improve local knowledge of the library.

Chair Journey expressed concern with the unknowns associated with wetlands on the former airport property. Deputy City Manager Pretty stated that there were possibilities to get the land reclassified or to

do wetland reclamation on other portions of the property. Board Member Corley added that wetland areas could be used as park space. Director Dazey stated that the City could possibly resell a portion of the property for other developments to recoup costs.

Deputy City Manager Pretty noted that the sale price of the former airport property would utilize almost the entirety of funding currently available with little leftover for development or construction. Director Dazey added that it was very difficult to acquire grant funding for new construction, but renovation and new amenities would be easier to fund through grants.

Chair Journey asked of converting the buildings on site at 1744 Main Street into a single building. Director Dazey stated it may be possible to utilize the existing foundations to save on costs.

Board Member Castaneda asked of the building at 1105, 1119, and 1121 Main Street. Deputy City Manager Pretty replied that the square footages of 9,846 square feet and 8,015 square feet would be combined for the potential library total. Discussion ensued regarding parking challenges at this location. Board Member Castaneda asked of the interior condition. Director Dazey replied that she believed everything would need to be upgraded or replaced.

Director Dazey asked if the Board wanted to consider the use of the former City Hall site. Chair Journey expressed concern with the lot size and parking, as well as its proximity to a shelter which may not wish to share a lot line with a new library. Director Dazey stated that staff was not interested in a multi-story building requiring the use of an elevator. Chair Journey added that the library would be required to cover the costs of demolition if the site was selected. Director Dazey noted that an architectural rendering was already available for the site which could save on design costs.

Chair Journey stated that she was not interested in 1400 Nandina Street due to challenges with access.

Director Dazey asked of the vacant lot off Grape Street near Sankey Park. Special Projects Manager Leisinger noted that it was within a riparian zone which would pose additional development challenges.

Discussion ensued regarding the positive aspect of access to the site at 1333 47th Avenue from both Highway 20 and 47th Avenue. Chair Journey added that the site had double the acreage compared to the former City Hall site. Board Member Castaneda added that she liked the proximity to City Hall and to the geographic center of Sweet Home. Chair Journey expressed her preference for a Highway 20 location over a downtown location away from Highway 20.

Board Member Corley asked of the estimated cost to construct a new building. Director Dazey replied that she believed it would be \$15-20 million.

Director Dazey stated that the Board could also consider an additional branch rather than a single new location but there would be additional personnel and operation costs.

Board Member Castaneda asked of the estimated cost to renovate an existing building. Director Dazey replied that it was estimated at \$3-5 million for a building up to 15,000 square feet.

Chair Journey and Board Member Corley expressed concern with the uncertainty of the construction market and noted a desire to make a site selection sooner than later based on market availability.

Chair Journey summarized the following options based on the Board's discussion:

- Former City Hall
- Airport location
- 1333 47th Avenue
- 1105, 1119, and 1121 Main Street
- 1744 Main Street

Director Dazey noted that downtown libraries typically brought economic development value to the surrounding area.

There was consensus to revisit the discussion in approximately three months to revisit the available options with a focus on a remodeled location.

Adjournment

There being no further discussion, the meeting was adjourned at 4:31 PM.

Chair

ATTEST:

Library Services Director, Secretary to the Board

DRAFT



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Call to Order

The meeting was called to order at 4:33 PM.

Roll Call

PRESENT

Chair Eva Journey
Vice Chair Kelsey Hicks
Board Member Jen Castaneda
Board Member Jim Corley
Board Member Caryn Wise

STAFF

Megan Dazey, Library Services Director
Cecily Hope Pretty, Deputy City Manager
Adam Leisinger, Special Projects Manager

Review & Approval of Minutes

- a) 2025-06-12 Library Board Meeting Minutes

Board Member Wise moved to approve the minutes of the June 12, 2025 Library Board Meeting. Vice Chair Hicks seconded the motion. The motion carried by the following vote:

AYE: Journey, Hicks, Castaneda, Corley, Wise
NAY: None

Report of the Library Services Director

- a) Director's Report June/July 2025

Director Dazey stated that the Fiscal Year concluded at the end of June. She described the popularity of the DVD collection and the success of recent children's programming. She stated that the library had advanced in the running for a digital equity grant to fund a full-time Digital Navigator assisting people with their computers and digital needs. She noted that the current year's Community Market averaged 15-20 vendors each weekend and highlighted a combined event in the coming weekend with the craft fair at the high school.

No action was required for this item.

Statistics

- a) Library Statistics June 2025

Director Dazey stated that the statistics were on track for the year other than volunteer hours. She noted that over 150 elementary-aged children signed up for the Summer Reading Program which showed significant growth over prior years.

No action was required for this item.

Fiscal Report

There was no fiscal report to be heard.

Old Business

There was no old business to be heard.

New Business

- a) Board Communication Policy

Deputy City Manager Pretty stated that all board and committee members citywide were receiving a consistent policy for communication with the media and asked the Board to review the recommended responses and referrals.

No action was required for this item.

- b) SHPL July 2025 Newsletter

Director Dazey highlighted some of the upcoming events.

No action was required for this item.

There was consensus to cancel the August Board meeting.

Adjournment

There being no further discussion, the meeting was adjourned at 4:47 PM.

Chair

ATTEST:

Library Services Director, Secretary to the Board

Report of the Library Director for July/Aug/Sept 2025 Activities

Collection updates:

No notable changes over the summer

Building issues:

We are working on a better plan to deal with garbage and debris outside of the building.

In building updates:

No notable changes over the summer

Starting in October we are shifting our Saturday open hours to 10am-3pm. This will have us opening at 10am on each of our open days and once the Community Market starts up in May, our hours will match theirs, which will be advantageous for both of us.

In-person Programming:

Summer reading finished on August 29th.

Our final stats: Preschool: 76 finishers read 17,100 minutes. Elementary School: 173 finishers read 77,850 minutes. Teens read 275 books. Adults read 175 books. Gracie L was named Kid Librarian for a week by being the top finisher with 10,350 minutes read.

We are currently in the midst of a teen Clothing Drive. We will be giving away the clothes on September 29th from 2:30p-5pm.

New Building:

No current changes with any of the discussed properties.

I toured Lane CC and North Eugene High School with staff from SHHS to get some construction ideas and estimates. I will provide pictures and ideas at our next work session.

Other updates:

We received an unexpected final check from the Alheit Trust for \$2631.69. I'm looking at a few needed updates in our current building for this money, otherwise it will go to our savings.

The Delivery System Transformation Committee and the Regional Planning Council of IHN-CCO have fully approved your 2025 New Partner Engagement proposal for funding in the amount of \$15,000. This grant will be equally split between SHPL, LPL and APL for harm reduction collection materials. We are serving as the fiscal agent, but each library will determine what items under this umbrella to add to their collections.

We have been chosen at a Flight Path Partner Library with funding from Howard Hughes Medical Institute/Tangled Bank Studios. This is a \$500 grant (and many free materials) to offer programs on bird migration and safety. The kickoff meeting is Sept. 10th.

I was elected Treasurer of the Association of Rural and Small Libraries. This is a two year term serving on the ARSL Board. My term starts in January 2026.

I will be attending and presenting at the Association of Rural and Small Libraries conference in Albuquerque, NM Sept 17-20. I am also receiving a stipend to cover most costs (\$1250) and to attend the post conference workshop "Preserving Community Stories for Rural and Small Libraries" workshop. We will also be added to the Community Webs program. This program helps to increase the capacity for libraries to document their heritage digitally. Only a few

libraries in Oregon are part of this program. More information is on their website.
<https://communitywebs.archive-it.org/> And I can give an update next month after the training.

We received a \$250 “gift certificate” from First Book and the Walt Disney Company for purchase of diverse books through First Book Marketplace. We will be using this to purchase books in Spanish and English (the same book title where possible).



City of Sweet Home
 Sweet Home Public Library
 1101 13th Avenue
 Sweet Home, OR 97386
 541-367-5007

Sweet Home Public Library

Statistics

August 2025	This month August 2025	Last month July 2025	Previous year 2024	Year to date 2025
Patron Activity				
Door count	3,907	4,138	45,620	30,370
Program participants (all ages)	650	583	3,697	3,335
Total programs (all ages)	34	36	323	235
Circulation and Renewals				
Checkouts & renewals	6,404	6,430	72,250	50,037
E-audio & E-book checkouts	817	806	8,860	5,995
Total items checked out	7,221	7,236	81,110	56,032
Public Computers				
Logins	269	287	3,016	1,869
Resource Sharing Savings				
Cost savings	\$4,679.60	\$5,556.14	\$63,565.22	\$43,306.16
Items borrowed by consortium libraries	402	475	4,300	3,129
Items borrowed from consortium libraries	482	494	5,127	3,809
Volunteer Hours				
Hours worked by volunteers	56.5	34.5	450.50	245.25
New Library Patrons				
New patron cards issued	36	52	620	343

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SWEET HOME PUBLIC LIBRARY

NEWSLETTER

SEPTEMBER 2025

UPCOMING EVENTS

Teen Game Nights

6-8pm September 12, October 10,
November 7

9/11 Memorial Movie (30 min)

1pm September 11

Teen Movie Nights

6-8pm September 26, October 24,
November 21

Sourdough Class (signup required)

2-3pm October 11

Halloween Storytime with SHPD

2:30 pm October 31 at SHPD

Plus- our Nintendo Switch is always available to play when our Teen Room isn't hosting a program!

RECURRING EVENTS

InkSlingers Writing Group

Every Tuesday at 11am

Lego Creators Club

Every Tuesday at 4pm

Wednesday Afternoon Movie

Every Wednesday at 3pm

Baby and Toddler Storytime

Every Thursday at 10am

Preschool Storytime

Every Thursday at 11am

Walking Group

Every Friday at 9am

TEEN CLOTHING DRIVE ON NOW!

Accepting teen clothing, shoes and hygiene products until September 25th during library open hours.

Clothing Giveaway on Monday September 29th from 2:30-5pm at the Library. All are welcome. You don't need to have a library card or be in the Sweet Home School District to shop. Teens do not need to be present, but would probably like to be!

LIBRARY HOURS CHANGING IN OCTOBER

Starting October 4th

1st Monday 1-2pm Low Sensory Hour

Tuesdays: 10am-6pm

Wednesdays: 10am-6pm

Thursdays: 10am-6pm

Fridays: 10am-5pm

Saturdays: 10am-3pm

Contact info:

Email: shpl@sweethomeor.gov

Phone: 541-367-5007

Website: sweethomeor.gov/library

Follow us on: Facebook, Instagram, BlueSky

NEW BOOKS

Children's: Bud Finds Her Gift by Robin Wall Kimmerer

A beautiful and lushly illustrated tale celebrating gratitude, reciprocity, and finding our place in the natural world For ages 4-8

Tween: Dear Jackie by Jessixa Bagley
A middle schooler's plan to fit in with her new friends by writing herself a fake love letter backfires spectacularly in this funny and all-too-relatable graphic novel. For ages 8-12

Teen: Fearful a Powerless Story by Lauren Roberts
Set during the time of *Fearless*, a mysterious figure arrives in the kingdom of Ilya to witness the fight for the throne and the price it costs those sworn to defend the land in this beautiful and heart-wrenching story.

Adult: *Edible Plants of the Pacific Northwest: A Visual Guide to Harvesting and Cooking with 40 Common Species*
Appropriate for beginners and experienced naturalists alike, this book teaches readers to identify, harvest, and cook with 40 of the region's most common wild plants.

SWEET HOME COMMUNITY MARKET

The Sweet Home Community Market continues on Saturdays through September in the Library Parking lot.
10am-3pm Every Saturday!

1000 BOOKS BEFORE KINDERGARTEN

All kids that haven't started Kindergarten yet are eligible to participate.

For every 100 books that are read or read to the child, fill out a reading log and bring it back to the library to pick out a prize or book. Your kid will also receive a certificate and sticker for every 100 books read!
Every child can repeat the program as many times as they want to until they start kindergarten!

The program is completely FREE!



All Sweet Home School District kids and staff are eligible for a Sweet Home Public Library Card no matter where you live!
Stop in and see us for details.

HARVEST FESTIVAL 2025

We will be at the Kid's Activity Zone at the Harvest Festival Saturday October 4th 11am-4pm
Join us for a day of fun, games, shopping, food, music and so much more!
At Sankey Park.