



# CITY OF SWEET HOME LIBRARY BOARD AGENDA

February 12, 2026, 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.

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## 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](mailto: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) [2025-11-13 Library Board Meeting Minutes](#)
- b) [2025-11-13 Library Board Work Session Minutes](#)

## Report of the Library Services Director

- a) [Report of the Library Director February 2026](#)

## Statistics

- a) [Library Statistics February 2026](#)
- b) [SHPL Circulation Stats by collection for 2025](#)

## Fiscal Report

## Old Business

## New Business

- a) [February 2026 Newsletter](#)
- b) [SHPL Year End Highlights](#)

## Adjournment

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*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 MEETING MINUTES

November 13, 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.

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## Call to Order

The meeting was called to order at 4:30 PM.

## Roll Call

### PRESENT

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

### ABSENT

Board Member Jen Castaneda

### STAFF

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

## Review & Approval of Minutes

- a) 2025-10-09 Library Board Meeting Minutes

Board Member Wise moved to approve the minutes of the October 9, 2025 Library Board Meeting Minutes. Board Member Corley seconded the motion. The motion carried by the following vote:

AYE: Hicks, Corley, Wise

NAY: None

ABSENT: Castaneda

ABSTAIN: Journey

## Report of the Library Services Director

- a) Library Director's Report – October & November 2025

Director Dazey stated that the Public Works Department was looking into constructing new shelving for the library. She noted that lighting was recently replaced to utilize LED lights. She added that the front window had been replaced. She stated that there were currently issues with the building's plumbing that were being investigated. She noted that the library would be receiving a cordless phone and a fax line for staff use due to a change in phone carrier contracts. She highlighted recent events. She stated that the new community read would be *A Christmas Carol*. She noted that the library received a \$2,500 grant for STEM kits. She announced the year's winter holiday closures. She highlighted the library's new Free Little Pantry featuring a fridge and freezer that were purchased with a donation.

Board Member Corley asked if the Free Little Pantry attracted homeless individuals. Director Dazey replied that it was not.

No action was required for this item.

### **Statistics**

- a) Library Statistics – October 2025

Director Dazey stated that nearly every category tracked was increased over last year.

No action was required for this item.

### **Fiscal Report**

There was no fiscal report to be heard.

### **Old Business**

- a) Library Donor Naming Rights

Director Dazey requested feedback on the provided naming rights template.

Chair Journey asked of creating a marketing plan and engaging a marketing professional. Deputy City Manager Pretty replied that it was premature to design a marketing plan but the naming rights opportunities would be incorporated into a future plan.

Board Member Corley expressed concern that the morality clause may be too vague. He asked how the amounts and levels were determined. Director Dazey stated that it was based on other libraries' donation policies as well as historical donations to the library.

Chair Journey expressed concern with the morality clause's reference to "alleged" actions. Director Dazey stated that the City Attorney would review the draft template prior to City Council consideration.

Board Member Corley moved to adopt the naming rights as proposed. Board Member Wise seconded the motion. The motion carried by the following vote:

AYE: Journey, Hicks, Corley, Wise

NAY: None

ABSENT: Castaneda

### **New Business**

- a) Policy Manual Change Proposal – Internet Use – DRAFT

Director Dazey stated that the proposed changes were suggested by staff due to the lack of restrictions on wifi-accessed content, particularly for minors. She noted that the proposed policy also acknowledged the addition of a television and gaming console.

Board Member Wise asked if there was anything in place to prohibit access to inappropriate content. Director Dazey stated that there was filtering on the public computers but there were no filters for the wifi if accessed from a personal device.

Board Member Wise moved to adopt the new policy as proposed. Vice Chair Hicks seconded the motion. The motion carried by the following vote:

AYE: Journey, Hicks, Wise

NAY: Corley

ABSENT: Castaneda

- b) 2025 Oregon Public Library State Statistical Report – SHPL

Director Dazey stated that the statistical report was provided to the State and statistics for the entire library system would be available in early 2026.

Chair Journey requested to see comparisons when they became available.

Board Member Corley asked if the population reported was only within City limits. Director Dazey replied that it was.

Board Member Corley moved to adopt the report as provided. Board Member Wise seconded the motion. The motion carried by the following vote.

AYE: Journey, Hicks, Corley, Wise

NAY: None

ABSENT: Castaneda

c) SHPL Newsletter – November 2025

Director Dazey stated that the library would host its 56<sup>th</sup> birthday party the Friday before Thanksgiving.

No action was required for this item.

**Adjournment**

There being no further discussion, the meeting was adjourned at 5:08 PM.

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Chair

ATTEST:

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Library Services Director, Secretary to the Board

DRAFT



# CITY OF SWEET HOME LIBRARY BOARD WORK SESSION MINUTES

November 13, 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 Jim Corley  
Board Member Caryn Wise

### ABSENT

Board Member Jen Castaneda

### STAFF

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

### MEDIA

Sarah Brown, The New Era

## Old Business

### a) Potential New Library Location

Director Dazey provided a list of available properties in Sweet Home. She requested Board feedback regarding the desire for a new build versus renovation. She discussed her recent investigation into the costs of newly built local buildings.

Board Member Wise asked if the current furnishings would be moved to a new library. Director Dazey replied that some of it would be reusable but new furnishings would be needed.

Chair Journey requested that square footage prices be provided if possible.

Discussion ensued regarding the list of properties provided by Director Dazey.

Chair Journey suggested investigating the land that may soon be vacated by HEVI-Shot. She also expressed support for considering properties on Main Street rather than Long Street. She requested additional investigation into the following four properties:

- 1744 Main
- 4219 Main

- 4310 Main
- 2414 Main

Board Member Corley requested a proposal from staff on their preferences. Director Dazey stated that she would consult with staff and provide a report for the Board.

**Adjournment**

There being no further discussion, the meeting was adjourned at 3:59 PM.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Library Services Director, Secretary to the Board

DRAFT

## **Report of the Library Director for Nov 2025-Feb 2026 Activities**

*This is a summary since the last meeting in Nov. 2025.*

### **Collection updates:**

See attached numbers for the 2025 year.

DVDs continue to be our most popular collection. We have rearranged the DVD collection to give more space to the Kid's DVDs and TV shows.

We rearranged the puzzles to allow space to add our new STEM kits.

### **Building issues:**

We had emergency repairs done to our HVAC in December. It is running great now.

After several minor issues with the electrical, the new Handicap door (funded by the ALA Libraries Transform Communities Grant) is full functional and working very well.

We will be adding some new signage for the door. ADA compliant door handles for the bathrooms will be installed soon.

### **In building updates:**

We rearranged the public computer area slightly to have a bit more space and visibility.

The Teen room has had a few additional things donated including a rolling whiteboard that the teens can use for homework or art.

We have added the ability to Fax. This is very useful, as many government and medical places still require faxing of documents.

### **In-person Programming:**

We offered almost the same number of programs this year as last year (1 short!)

Our Valentine's Day Tea Party is this Saturday!

We are hosting Linn Together for a QPR Suicide Prevention training on March 9<sup>th</sup>.

The Spring program schedule will be out soon.

Our Kids Clothing Drive was a success with over 30 "shoppers".

### **New Building:**

The updated Donation Policy went to City Council for review on Feb 10<sup>th</sup>.

### **Other updates:**

We have finished purchasing for the Roundhouse Foundation grant to add STEM kits to the Library. We have added about half of them to the collection so far. More will continue to be added every week. We are seeing good interest in them, especially the ones with magnets.

We received a grant of \$2000 from System of Care to continue to provide items for the teens, including hygiene products and after school/program snacks. We recently started offering noodle cups to teens after school and are seeing a great need for after school food. We are also focusing on snacks that can be taken home, such as granola bars and applesauce.

We continue to purchase materials for our Harm Reduction grant. These materials are also being distributed to Albany and Lebanon Libraries as part of the grant.



Sweet Home Public Library

**Statistics**

<b>January 2026</b>	This month January 2026	Last month December 2025	Previous year 2025	Year to date 2026
<b>Patron Activity</b>				
Door count	4168	3,288	45,306	4168
Program participants (all ages)	259	109	4,414	259
Total programs (all ages)	23	17	322	23
<b>Circulation and Renewals</b>				
Checkouts & renewals	6147	5572	73,684	6147
E-audio & E-book checkouts	952	812	9,233	952
Total items checked out	7099	6,384	82,920	7099
<b>Public Computers</b>				
Logins	315	260	2,932	315
<b>Resource Sharing Savings</b>				
Cost savings	\$5372.66	\$4862.21	\$64,434.93	\$5372.66
Items borrowed by consortium libraries	417	341	4,616	417
Items borrowed from consortium libraries	443	506	5,662	443
<b>Volunteer Hours</b>				
Hours worked by volunteers	62.75	40	401	62.75
<b>New Library Patrons</b>				
New patron cards issued	40	12	449	40

**Events this month:** Our kids clothing drive/giveaway saw 30+ people stop by to shop. The SmashBros was a fun tween & teen event.

**Building updates:** The handicap door has had all of the upgrade work done on it (replacement switches and new electrical) and is working great. This was paid for by the Libraries Transforming Communities Grant from ALA. Adaptable art supplies and upgraded ADA signage was also purchased with this grant.

**Items of note:** Our Little Free Pantry continues to have donations and users everyday. We are still seeing more need than what we have in donations. Our Seed Lending Library opened up on Feb 1<sup>st</sup>. We have a lot of donations of a wide variety of seeds this year!

**SHPL Circulation Stats for 2025**

Location	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total 2025	Total 2024	
ASK AT DESK		8	10	7	7	6	6	12	9	7	8	5	3	88	80
BOOKS ON CD		93	72	50	52	62	49	66	47	62	55	43	48	699	1252
CHILDREN'S BOARD BOOKS		179	179	164	175	127	168	191	221	175	226	169	147	2121	1917
CHILDREN'S EASY READERS		321	238	284	372	291	363	413	446	342	335	251	264	3920	3753
CHILDREN'S FICTION		366	295	308	336	315	417	588	484	413	457	367	343	4689	4362
CHILDREN'S GRAPHIC NOVELS		190	190	232	230	230	186	252	261	258	243	181	193	2646	3421
CHILDREN'S NONFICTION		272	276	264	331	279	276	337	279	265	310	302	258	3449	2980
CHILDREN'S PICTURE BOOKS		855	752	776	877	955	825	927	840	937	1010	760	725	10239	8776
CHILDREN'S VOX BOOKS		154	92	95	138	152	153	225	168	127	168	182	128	1782	2309
DISPLAY		0	0	0	0	0	1	2	2	3	1	0	0	9	4
DVDS		2043	1875	2084	2175	2040	1643	1749	1605	1642	1852	1492	1742	21942	21813
FICTION		579	517	496	464	435	480	548	530	459	420	308	406	5642	6058
GAMES		152	117	119	138	89	107	134	147	97	95	125	153	1473	1392
MAGAZINES		18	14	13	21	40	15	7	16	25	10	27	6	212	347
MYSTERY		366	311	300	337	331	282	309	306	317	240	191	212	3502	3923
NEW FICTION		3	2	4	2	4	2	5	16	31	52	89	139	349	449
NEW MYSTERY		0	2	3	3	2	1	0	4	16	43	55	82	211	192
NEW NONFICTION		1	0	0	0	1	0	2	4	16	28	40	45	137	137
NEW SCIENCE FICTION		0	0	0	0	0	0	2	1	4	8	13	13	41	51
NONFICTION		328	390	417	434	334	306	295	323	342	383	305	266	4123	3895
NORTHWEST		13	23	13	18	23	17	15	26	26	24	17	16	231	338
paperbacks-old															6
paperbacks-old															9
SCIENCE FICTION / FANTASY		86	67	93	86	77	71	94	90	65	75	56	53	913	882
TEEN FICTION		115	116	99	109	112	106	141	129	98	104	111	70	1310	1506
TEEN GRAPHIC NOVELS		97	69	101	136	121	94	71	142	111	111	84	96	1233	1932
TEEN NONFICTION		8	13	5	10	12	7	4	12	20	17	17	10	135	190
TWEEN		187	195	209	231	186	162	188	261	197	186	112	129	2243	
Undefined		0	1	1	1	0	2	0	0	0	1	0	0	6	11
VIDEOS		0	0	0	0	0	0	0	2	0	0	0	2	4	5
WESTERN		39	24	32	36	26	24	25	33	25	18	30	23	335	260
		6473	5840	6169	6719	6250	5763	6602	6404	6080	6480	5332	5572	73684	72250



# Sweet Home Public Library Newsletter February 2026

## February Events

Saturday 2/7 1-3pm

Book Talk with author Chris Patchell

-

Saturday 2/14 1-3pm

Valentine's Day Tea Party - All Ages Welcome

-

Tuesdays 4pm

Lego Creators Club Ages 6+

-

Wednesdays 3pm Afternoon Movie All Ages Welcome

2/4 Inside Out

2/11 Inside Out 2

2/18 Toy Story

2/25 Toy Story 2

-

Thursdays 10am

Baby and Toddler Storytime & Craft

-

Thursdays 11am

Preschooler Storytime & Craft

-

Fridays 9am

Walking Group All Ages Welcome

-

Friday 2/6 6-8pm

Teen Game Night

-

Friday 2/20 6-8pm

Teen Movie Night

## Community Read

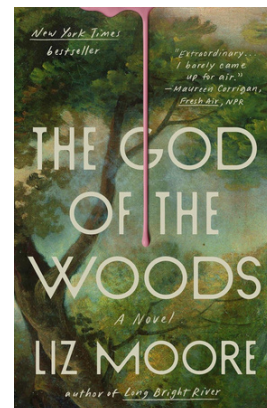
Our Next Community Read is

The God of the Woods

by Liz Moore

After a boy vanishes in the woods, his sister later disappears in the same wilderness. The Van Laar family's dark secrets resurface as questions arise about both mysterious disappearances. This haunting thriller promises to be an immersive read!

Discussion dates to be announced soon. Stop by the Library to pick up your free copy while supplies last.



## 2025 by the numbers

ITEMS CHECKED OUT

82,920

ITEMS IN THE LIBRARY COLLECTION

31,171

SWEET HOME POPULATION IN 2025

10,265

LIBRARY VISITS IN 2025

NUMBER OF PROGRAMS OFFERED

322

NUMBER OF PROGRAM ATTENDEES

4,414

BUSIEST DAY OF THE WEEK

THURSDAYS

BUSIEST MONTH

APRIL

FIVE MOST POPULAR COLLECTIONS BY CHECKOUTS

MOVIES (21,942)

PICTURE BOOKS (10,239)

E-BOOKS/E-AUDIOBOOKS (9,233)

ADULT FICTION (5,642)

CHILDREN'S FICTION (4,689)



## New Books

*Groundhog Vs. Cupid* by Todd Tarpley  
A self-important groundhog is excited for the big day when his shadow (or lack thereof) will decide if winter is over. But he finds himself overlooked as people stock up on candy hearts, write romantic couplets, and hope to be struck by Cupid's arrow! For ages 4-8

*Muk 'n' Honey Treehouse Trouble* by Brett Bean  
Meet Honey Bunny and Muk Muk Moose: the inventor duo who make whimsical creations to help the forest, even if it takes them a few times to get it right! For ages 6-9

*Chainsaw Man* series by Tatsuki Fujimoto  
Denji was a small-time devil hunter just trying to survive in a harsh world. After being killed on a job, he is revived by his pet devil Pochita and becomes something new and dangerous—Chainsaw Man! For ages 15+

*Alchemised* by SenLinYu  
A former alchemist with missing memories fights to survive in a world ruled by necromancers while uncovering secrets hidden within her mind. For dark / romantic fantasy fans

*100 Rules for Living to 100* by Dick Van Dyke  
Through stories of his pivotal childhood, moments on film sets, his expansive family, and finding love late in life, Dick reflects on both the joyful times and the challenges that shaped him. His indefatigable spirit and positive attitude will surely inspire readers to count the blessings in their own lives, persevere through the hard times, and appreciate the beauty and complexity of being human.

## Contact US

shpl@sweethomeor.gov

www.sweethomeor.gov/library

541-367-5007



## Staff Spotlight- Fun Facts

Name: Megan Dazey

Position: Library Director

How long have you been at SHPL? 4.5 years

What was your favorite movie of 2025? K-Pop Demon Hunters

What is your hidden talent? Finding items that are in the wrong place in the library!

What was your first job? Pulling tansy from goat pastures

Weirdest food combo you love? Peanut butter and pickle sandwiches

What is your favorite Library program? Our Summer Reading water fights at Sankey Park!

Megan was recently elected Treasurer for the Association of Rural and Small Libraries. The 2025 conference was held in Albuquerque where Walter White and Jessie Pinkman also hang out.



## Seed Lending Library

Our Seed Lending Library is now open and ready to hand out seeds!

Stop in and pick out seed packets when you are ready to plant your garden. Please only take what you will use.

Thank you to our generous seed donors:

Adaptive Seeds

A.P. Whaley Seed Company

Territorial Seeds

Lake Valley Seed

Snake River Seeds

Giving Grounds Seeds

Seed Savers Exchange

Sweet Home Farmer's Market

Citizens of Sweet Home



# Sweet Home Public Library

## Year End Stats 2025

**ITEMS CHECKED OUT**

**82,920**

**ITEMS IN THE LIBRARY COLLECTION**

**31,171**

**SWEET HOME POPULATION IN 2025**

**10,265**

**LIBRARY VISITS IN 2025**

**45,306**

**NUMBER OF PROGRAMS OFFERED**

**322**

**NUMBER OF PROGRAM ATTENDEES**

**4,414**

**BUSIEST MONTH**

**APRIL**

**BUSIEST DAY OF THE WEEK**

**THURSDAYS**

**TOP FIVE MOST POPULAR COLLECTIONS BY CHECKOUTS**

**MOVIES (21,942)**

**PICTURE BOOKS (10,239)**

**E-BOOKS/E-AUDIOBOOKS (9,233)**

**ADULT FICTION (5,642)**

**CHILDREN'S FICTION (4,689)**