



CITY OF SWEET HOME LIBRARY BOARD AGENDA

July 09, 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.

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) [2026-05-21 Library Board Meeting Minutes](#)

Report of the Library Services Director

- a) [Director's Report – June 2026](#)

Statistics

- a) [Statistics – June 2026](#)

New Business

- a) [1211 Long Street](#)

Adjournment



CITY OF SWEET HOME LIBRARY BOARD MEETING MINUTES

May 21, 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.

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 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) 2026-04-09 Library Board Meeting Minutes

Board Member Wise moved to approve the minutes of the April 9, 2026 Library Board meeting minutes. Board Member Corley 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 – April/May 2026

Director Dazey stated that the Library would be receiving two State Park Passes that could be checked out by patrons. She added that the Library would likely receive its Wilderness Passes as in previous years. She stated that there were two new chairs with charging options on the side funded through grant money, and that additional furniture would be coming through the same grant. She highlighted the success of combining the teen and tween game nights into a single event. She stated that the Summer Reading Kickoff would take place on June 13th at Sankey Park in conjunction with the Safety Fair. She noted that Movies at the Park would begin on June 12th with Zootopia 2. She highlighted the receipt of a digital technology grant through Business Oregon totaling just under \$40,000 which would provide new desktop computers for use in the building as well as laptop computers and tablets that could be checked out by patrons. She noted that she attended the Association for Rural and Small Libraries leadership meeting in

Montgomery, Alabama. She announced that the summer Community Read would feature a book by Board Member Corley.

Board Member Castaneda asked if the summer programming had been released. Director Dazey stated that hard copies were available at the Library and the programs would be officially announced soon.

No action was required for this item.

Statistics

a) Statistics – April 2026

Director Dazey stated that there were no significant changes to the latest statistics.

No action was required for this item.

Fiscal Report

There was no fiscal report to be heard.

Old Business

a) Laptop Lending Policy 2026

Director Dazey presented the revised policy and its proposed context within the Library Policy Manual.

Board Member Wise moved to accept the policy as proposed and refer it to City Council. Board Member Corley seconded the motion. The motion carried by the following vote:

AYE: Jurney, Hicks, Castaneda, Corley, Wise

NAY: None

New Business

a) SHPL Newsletter May 2026

The newsletter was provided in the agenda packet.

Director Dazey asked of the desired meeting schedule for the summer. There was consensus to cancel the June meeting.

Adjournment

There being no further discussion, the meeting was adjourned at 4:55 PM.

ATTEST:

Chair

Library Services Director, Secretary to the Board

Report of the Library Director for June/July 2026 Activities

Collection updates:

We have 2 State Parks passes for check out. These passes cover the parking fees at all State Parks.

We are now circulating a few video games. These were all donations.

Building issues:

We are having some carpet issues with wear and tear. Public Works and Library staff are patching as possible.

In building updates:

Nothing new to report.

In-person Programming:

All of our Summer Reading Fun in the Sun Programs have been well attended so far, even with one day being a rainy day.

We have had well over 200 Summer Reading Sign ups so far.

We will be at the Health Fair at the High School on August 15th if anyone would like to join me at the table.

See our July schedule in the Newsletter for most of the events happening this month,

New Building:

See New Business!



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

Sweet Home Public Library

Statistics

June 2026	This month June 2026	Last month May 2026	Previous year 2025	Year to date 2026
Patron Activity				
Door count	5174	4701	45,306	26,737
Program participants (all ages)	459	237	4,414	1,541
Total programs (all ages)	23	22	322	129
Circulation and Renewals				
Checkouts & renewals	5886	5281	73,684	34,486
E-audio & E-book checkouts	866	894	9,233	5,246
Total items checked out	6752	6,175	82,920	39,732
Public Computers				
Logins	280	257	2,932	1,652
Resource Sharing Savings				
Cost savings	\$4,863.04	\$4981.13	\$64,434.93	\$29,380.49
Items borrowed by consortium libraries	358	338	4,616	2,152
Items borrowed from consortium libraries	409	419	5,662	2,471
Volunteer Hours				
Hours worked by volunteers	20.25	26.5	401	236.5
New Library Patrons				
New patron cards issued	66	46	449	251

Events this month: Summer Reading has started! We have over 70 kids for our first event of the summer. Kids, teens and adults all have programs they can participate in to win prizes!

Building updates: We have completed our ALA Accessibility grant. A few accessibility purchases will need to arrive and be installed, including a height adjustable desk.

