

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
June 24, 2025

MEMBERS PRESENT: Orel Smith, Chair; Gay Walker, Vice-Chair; Natalie McNown; Dick Spence; Sarah Ebersole

STAFF PRESENT: Shasta Sasser, Library Director; Haley Spaeth, Board Secretary

Orel Smith called the meeting to order at 6:32 p.m.

The minutes of the May 27 meeting were unavailable for approval.

ONGOING BUSINESS/CALENDAR ITEMS

1. **Director's Report** – Shasta shared that Greg Martin has now retired after over 25 years of services as the libraries Adult Services Librarian. A second round of interviews will be held shortly to hopefully fill the position. Last week was the start of SRP programing and the first Thursday Fun Show was Hillia Hula. LDAC will be meeting later this month to go over the state's progress report. Shasta shared that because it has been over 20 years since the library's remodel, there are a few updates that Public Works is planning to implement over the course of the next fiscal year. These changes will include updating the vestibule doors, HVAC and possibly re-gluing the ceiling tiles.
2. **Policies and Procedures** – Shasta presented the updated Library Policies and Procedures to the Board. She highlighted the changes that were made and asked for a motion to approve the document. The Policies and Procedures were approved with one amendment with a unanimous vote by Orel Smith, Gay Walker, Natalie McNown, Dick Spence and Sarah Ebersole.
3. **Review Annual Calendar** – Shasta presented the tentative calendar of the Board's agenda topics for FY27. A motion was made to approve the calendar and passed with a unanimous vote by Orel Smith, Gay Walker, Natalie McNown, Dick Spence and Sarah Ebersole.
4. **Review/Evaluate Board Report Card** – Haley presented the results of the Board's self-evaluation. Shasta mentioned changes that were made to the annual calendar to reflect some of the comments left on the report card.
5. **Friends of the Library Report** – Dick shared that the treasury showed that they were on target. The friends are making more interest since moving to OnPoint. Book donations are down, causing a dip in online sales. DVDs are on sale for the rest of the month and Puzzles will be on sale in July. There have been some new volunteers but everything is working out well. The friends do want to encourage volunteers to go to library staff for help rather than

calling for help. Booknotes costs have gone up. The friends are trying to boost their social media presence by talking about cultural passes and adding an Instagram account. The friends also decided to add the names of the board of directors to their website, but not to include any photos.

6. **Library Foundation Report** – Dick shared that the foundation has a dedicated phone line. The final count for the Library Giving Day Event was over \$15,000 in donations. The annual report will be printed and presented in the upcoming months focusing on the library's and foundation's outreach efforts. Little Free Libraries and DPIL will have a booth at some of the farmer market's this summer. Dick also shared that the foundation is currently looking through the renderings for the children's patio.

ROUND ROBIN

Meeting adjourned at 7:10 p.m.

The next regular meeting is scheduled for July 22 at 6:30 p.m. in the Rose Room.

Respectfully submitted,

Haley Spaeth

Board Secretary

Copy available from Board Secretary