



LIBRARY BOARD AGENDA

May 27, 2026 at 6:30 PM

Wilsonville Public Library

PARTICIPANTS MAY ATTEND THE MEETING AT:

Library, 8200 SW Wilsonville Road, Wilsonville, Oregon

Zoom: <https://us02web.zoom.us/j/82479199718>

TO PARTICIPATE REMOTELY OR PROVIDE PUBLIC COMMENT:

Register with the Library:

LB@wilsonvillelibrary.org

Individuals may submit comments by 12:00 PM on the day before the meeting date via email to the address above, or may mail written comments to:

Wilsonville Library

29799 SW Town Center Loop East, Wilsonville, OR 97070

CALL TO ORDER

1. Roll Call

CONSENT AGENDA

2. Approval of Minutes: 01.28.2026

ONGOING BUSINESS / CALENDAR ITEMS

3. Director's Report
4. Annual Board Report Card
5. [State Standards Review](#)
6. [Annual Report](#)
7. [City Budget FY27 Budget Review](#)
8. [SRP Overview](#)
9. Friends of the Library Report
10. Library Foundation Report

NEW BUSINESS

ROUND ROBIN

ADJOURN

NEXT MEETING

Wednesday, June 24, 2026 6:30 PM

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Haley Spaeth, Administrative Assistant at 503-570-1593 or LB@wilsonvillelibrary.org: assistive listening devices (ALD), sign language interpreter, and/or bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo.

Com niquese al 503-570-1593.

Minimum Conditions for Oregon Public Libraries

In 2019, the Oregon legislature passed [House Bill 2243](#)¹, which updates the legal definition of a public library and establishes minimum conditions for a legally established public library in the state of Oregon.

The legal definition is as follows:

“Public library” means a public agency that provides to all residents of a local government unit free and equal access to library and information services that are suitable for persons of all ages.

As required by the bill, the State Library Board approved the minimum conditions, which were developed by a rulemaking advisory committee. The minimum conditions were broadly based on the "minimum requirements" developed previously by the OLA PLD. The minimum conditions became effective on January 1, 2020 as [Oregon Administrative Rule \(OAR\) 543-010-0036](#)². To be considered a public library, the library must meet the following minimum conditions:

- Include financial support from public funds and regularly scheduled open hours; and
- Provide reasonable exemptions to libraries with service populations of 2,000 or fewer residents of the local government unit.

For background on the development of the minimum conditions, see the [Minimum Conditions for Public Libraries in Oregon](#)³ page on the State Library website.

The minimum conditions became effective on January 1, 2020 as [OAR 543-010-0036](#) and are as follows:

(1) The State Library Board will officially recognize those public libraries that become legally established under one of the methods described in ORS 357.216-286 or 357.400-621 and have met all minimum conditions.

(2) Libraries, that have a service population of over 2000, shall meet the following minimum conditions:

¹ Oregon House Bill 2243,
<https://olis.oregonlegislature.gov/liz/2019R1/Downloads/MeasureDocument/HB2243/Enrolled>

² OAR 543-010-0036 Official Recognition of Public Libraries,
<https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=262857>

³ State Library of Oregon, Minimum Conditions for Public Libraries in Oregon,
<https://libguides.osl.state.or.us/minconpublibs>

- (a) Have at least half (50%) of its operational financial support from public funds.
- (b) Be open to the public a minimum of 20 hours per week.
- (c) Provide a collection comprising books, media, or electronic resources.
- (d) Offer free public access computers with Internet access.
- (e) Offer free public wireless Internet access (wi-fi).
- (f) Provide a website that enables local library users to access State Library of Oregon resources and services available to all Oregon residents.
- (g) Dedicate at least 0.50 full-time equivalent (FTE) paid staff time exclusively to library functions.
- (h) Have basic policies in place and accessible online for collection management, circulation, and patron confidentiality that incorporate relevant American Library Association (ALA) professional ethical codes, rules, and guidelines.
- (i) Provide basic services for reference and youth services.
- (j) Complete the annual statistical report as required under ORS 357.520 and OAR 543-010-0035.

(3) Libraries, that have a service population of 2000 or less, shall meet the following minimum conditions:

- (a) Have at least one fourth (25%) of its operational financial support from public funds.
- (b) Be open to the public a minimum of 10 hours per week.
- (c) Provide a collection comprising books, media, or electronic resources.
- (d) Offer at least one free public access computer with internet access.
- (e) Offer free public wireless internet access (wi-fi).
- (f) Provide a website that enables local library users to access State Library of Oregon resources and services available to all Oregon residents.
- (g) Dedicate at least 0.25 full-time equivalent (FTE) paid staff time exclusively to library functions.

(h) Have basic policies in place and accessible online for collection management, circulation, and patron confidentiality that incorporate relevant American Library Association (ALA) professional ethical codes, rules, and guidelines.

(i) Provide basic services for reference and youth services.

(j) Complete the annual statistical report as required under ORS 357.520 and OAR 543-010-0035.

FY25 ANNUAL REPORT

WILSONVILLE PUBLIC LIBRARY

325,000
PHYSICAL
CHECKOUTS



86,000
DIGITAL
CHECKOUTS

181,600
LIBRARY
VISITS



475
IN-LIBRARY
PROGRAMS

185
OUTREACH
EVENTS



8,500
VOLUNTEER
HOURS

FY25 ANNUAL REPORT

WILSONVILLE PUBLIC LIBRARY

6%
UNDER
BUDGET



18.64
STAFF
FTE

185
LIBRARY
VOLUNTEERS



10,300
PHYSICAL ITEMS
ADDED

\$28,000
FOUNDATION
SUPPORT



\$32,000
FRIENDS
SUPPORT

library

Library Services

Operating Summary	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	% Change
Personnel Services					
Salaries and wages	\$ 1,296,013	\$ 1,392,487	\$ 1,447,640	\$ 1,517,690	5%
Employee benefits	731,955	788,715	939,940	1,000,000	6%
Total	2,027,968	2,181,202	2,387,580	2,517,690	5%
Materials and Services					
Supplies	266,861	293,055	339,875	342,500	1%
Prof and tech services	8,629	12,743	40,600	15,150	-63%
Utility services	92,947	88,206	122,960	121,140	-1%
Repairs & maintenance	4,272	4,838	6,400	6,000	-6%
Insurance	18,777	23,685	26,400	29,600	12%
Community service programs	39,468	46,270	76,171	75,930	0%
Employee development	13,917	11,745	22,200	19,700	-11%
Fees, dues, advertising	1,655	1,368	2,500	1,500	-40%
Misc. services & supplies	1,520	1,396	2,550	2,170	-15%
Total	448,046	483,306	639,656	613,690	-4%
Capital Outlay					
Machinery & equipment	-	-	20,000	-	-100%
Total Department	\$ 2,476,014	\$ 2,664,508	\$ 3,047,236	\$ 3,131,380	3%
Resources Summary					
	Actual 2023-24	Actual 2024-25	Budget 2025-26	Proposed 2026-27	% Change
County shared taxes	\$ 1,793,906	\$ 1,997,756	\$ 1,756,171	\$ 1,807,730	3%
Charges for services	25,824	24,047	16,100	17,600	9%
Grants and donations	60,763	59,733	98,650	77,900	-21%
General Fund revenues	595,521	582,972	1,176,315	1,228,150	4%
Total	\$ 2,476,014	\$ 2,664,508	\$ 3,047,236	\$ 3,131,380	3%

BUDGET HIGHLIGHTS**Materials and Services**

- Most of the larger decreases in materials and services are due to one-time projects in FY 2025-26 that are not ongoing into FY 2026-27. Other reductions were right-sizing the budget to prior years' actuals.

Capital Outlay

- Due to vendor delays, Capital Outlay funds may need to roll over into FY 2026-27. These funds are for the library district-wide replacement of self-checkout machines.

Resources

- The reduction in grants and donations is due to a large one-time project (the cellular signal improvement project) that the Wilsonville Public Library Foundation supported in FY 2025-26 that was in addition to their usual annual contributions.

PLANT A SEED, READ

JUNE 1 - AUGUST 31, 2026



Item 8.

ALL AGES • CHILDREN • TEENS • ADULTS



9

SUMMER READING & STEAM PROGRAM

PLANT A SEED, READ

Teen Events

For students entering grades 6-12



Teen Wednesdays

June 17
8:30-10:30pm



Library After Dark 1: Squid Games
Can you survive the Squid Games and take home the ultimate prize?! TAB will be putting your skills to the test.

June 24
4-6pm

PJ's and Movie Day
Come cozy with your favorite pillows, blankets, snacks and friends for the latest and greatest movie! Refreshments provided.

July 1
8:30-10:30pm



Library After Dark 2: Five Nights at Freddy's Tag & Game Night
Hide from Freddy & his friends and enjoy other games in the library, or take it easy in the Oak Room with games.

July 8
4-6pm

Board Game Day
Unplug and relax with friends while we share and play some of our favorite table top games. Light snacks and drinks provided.

July 15
8:30-10:30pm



Library After Dark 3: Laser Tag & Nerf Night
4v4, 2v6, and Battle Royale! Be ready for a high energy night of laser tag and nerf blasting!

July 22
4-6pm

Water Fight & Party In The Park
Close out the summer reading teen events with wet and wild games in the park, an exploding watermelon, a huge water fight, and some popsicles (of course!). Alternate activities will be available for those not wanting to get wet. AND our first Grand Prize winner will be drawn and awarded to someone in attendance, so get those logs in early!

Teen Advisory Board Wednesdays June 17-July 22 Two hours prior to each event

The Teen Advisory Board (T.A.B.) is students from grades 6 to 12, developing ideas for upcoming programs and events. They help orchestrate fun and enlightening library gatherings while feasting on snacks.

Want to become a member, or just know more about us? Join us at our next meeting!

wilsonvillelibrary.org/TAB



TEENS

PLANT A SEED, READ

Adult Events

BOOK CLUB AT THE COMMUNITY CENTER
Meet at the **Wilsonville Community Center** **Last Wednesday of the month at 1:00pm**
Monthly book discussion facilitated by a librarian, a different title each month.

June 24: Everything Is Tuberculosis by John Green

July 29: Pony Confidential by Christina Lynch

Aug. 26: BYOB (Bring Your Own Book) Party

GENEALOGY CLUB
Third Monday of the month at 1:00pm
Wilsonville genealogists of all levels discuss tips, tricks, and research.
June 15, July 20, Aug. 17

PROFILES
First Wednesday of the month at 11:00am
Explore the people and events that shape our lives and world. Register online with Zoom.
June 3: Governing with Pride
July 1: What's the Buzz (insects)
Aug. 5: Two Hundred Years of the Erie Canal

SIT & STITCH
Weekly on Mondays at 1:30pm
Bring your knitting, crocheting, embroidery, or any other yarn project you're working on to this informal drop-in group.

TABLETOP GAME NIGHTS
First Thursday of the month at 6:00pm
Drop in for board game fun and meet new friends.
June 4, July 2, and Aug. 6



More programs on our website:

wilsonvillelibrary.org

ADULTS

Special Events



Space Talk: Mars Rovers Updates
SATURDAY, JUNE 6
11:00AM-12:30PM
Where are Curiosity and Perseverance, and what significant discoveries have been made? Find out!

Celebration Cinema
FRIDAYS, JUNE 12 AND JULY 17
3:00-5:00pm
Celebrate Pride Month and the U.S. 250th Anniversary with specially selected films.

Beyond 250: Who Are "We the People"?
MONDAY, JUNE 15
6-7:30PM
A conversation to reflect on what it means to be American, and what it takes to work together for the benefit of all.

Flash Fiction Workshop
THURSDAY, JULY 23
6:00-7:30PM
Get ready for our Short Story Contest with this fast-paced workshop.

ALL AGES Short Story Contest
August 1-31
Submit your 1,500 word story for fame and glory!

wilsonvillelibrary.org/story

PLANT A SEED, READ

Family Events

Summer Reading Program Kick-off Party

Saturday, June 13, 10am-1pm

Kick-off your summer reading with a Summer Reading Program Party! Festivities start at 10am for you to collect your reading and STEAM logs. Kids and teens will receive a free book to jump start their summer reading.

Free seedling plants from AI's Nursery for children and teens, while supplies last.

Parents of children birth to 4 years can sign their child up for the Dolly Parton Imagination Library!



At 11am be amazed by JuggleMania's Rhys Thomas hilarious and amazing circus juggling feats!

Cupcakes served after JuggleMania's performance for a sweet start to the 2026 Summer Reading Program.



THURSDAY FUN SHOWS



Fun shows for kids and their families at the Grove Shelter in Memorial Park at 11am.

Hillia Hula

THURSDAY, JUNE 18, 11AM
Discover the Spin: a Hula Hoop Adventure. Celebrate the magic of movement through hula hoops!

Pegasus Puppet Theater

THURSDAY, JUNE 25, 11AM
Dragons, Trolls, a Princess and King: Come see the magical tale "East of the Sun & West of the Moon."

Music with Jess & the Saplings

THURSDAY, JULY 2, 11AM
A high energy, ecology-inspired musical adventure!

Danza Azteca

THURSDAY, JULY 9, 11AM
Live music and authentic Aztec dance stories.

The Magic of Brian Ledbetter

THURSDAY, JULY 16, 11AM
Feats of extraordinary magic, unbelievable mindreading, and intriguing visuals.

The Reptile Man

THURSDAY, JULY 23, 11AM
Delighting audiences for years with your favorite reptiles to see, learn, and touch.

CHILDREN

CHILDREN

Kids Programs

Stories and STEAM

Wednesdays June 17 - July 22
10:30am & 12pm

STEAM themed stories, science demos and hands on activities.

For children Pre K-5th grade with their grown-up.



Toddler Time

Tuesdays June 16 - July 21
10:30am & 11:15am

Interactive fun to help build skills for reading readiness.

For children birth-2 years with their grown-up.

Baby Storytime

Tuesdays June 16 - July 21
12:15pm

Songs, rhymes, bounces, early learning fun and community.

For children birth-18 months with their grown-up.



Play Group

Fridays June 26 - July 24
10:30am-12pm

Drop-in to play with a variety of toys as well as socialize with the under 6 years crowd.

For children birth-6 years with their grown-up.



Free classes at the Wilsonville Library
Registration required & will open on July 1st at wilsonvillelibrary.org/SRP

Float Your Boat

TUESDAY, JULY 28 10:30AM, 12PM, & 1:30PM

Your little engineers will experiment with sinking and floating objects then use their new knowledge to solve creative challenges.

For Preschool & Kindergarten

Scales, Claws and Jaws

WEDNESDAY, JULY 29 10:30AM, 12PM, & 1:30PM

Get up close and personal with live snakes, lizards and turtles in order to study the features which make this class of animals unique.

For grades 1-3

Roller Coaster Madness

THURSDAY, JULY 30 10:30AM, 12PM

Kids design and test their own marble coaster, complete with loops and jumps. Topics include engineering, design, and physics.

For grades 3-5



STEAM DISCOVERY EVENINGS!

For elementary kids with a grown-up, and younger siblings. Tuesday nights.

Worm Bin Magic!

TUESDAY, JUNE 16, 6:30-7:30PM
Make worm bins that magically create rich soil in a small space presented by Rick Reynolds. Bring used plastic bins of any size, such as 10-18 gallon colored Rubbermaid-like tote.



Wood-Round Painting

TUESDAY, JUNE 23, 6-7PM
Create a botanical themed wood round using watercolors and paint pens with artist Elisa Mack.

The Kalimba King

TUESDAY, JUNE 30, 6-7PM
Experience the African Thumb Piano performing gospel, jazz, R&B, pop and more. Opportunities for hands-on experience after the show.

The Amazon Basin

TUESDAY, JULY 7, 6-7PM
An Adventure for the Senses presented by the Oregon Coast Aquarium. Explore the levels of the rainforest and design an animal that can best survive there.

BEE Amazed!

TUESDAY, JULY 14, 6-7PM
Presented by U of O Museum of Natural and Cultural History. Hands-on science fun and buzz-worthy activities exploring these mighty mini-beasts of nature.

Saddle UP: Hobby Horses

TUESDAY, JULY 21, 6-7PM
Saddle up your hobby horse and try our derby course. A hobby horse will be provided if you don't have your own.



CHILDREN

PLANT A SEED, READ

SUMMER READING AND STEAM PROGRAM

JUNE 1 - AUGUST 31, 2026

Readers of all ages are invited to join our Summer Reading & STEAM Program!

Choose how you want to play—do any or all of these options!

- **Read or listen to books for 20 minutes a day for 20 days** to qualify for the Grand Prize Drawings.
- **Do 10 STEAM activities** to qualify for a separate Grand Prize Drawing.
- **Complete a Bingo** on the Bingo Card to qualify for the Grand Prize Drawings.

Reading aloud to each other (parents, siblings, caregivers, friends) can be counted, as well as listening to audiobooks!

www.wilsonvillelibrary.org/SRP



What are the prizes?

CHILDREN
A Free book, STEAM toys, up to 3 bonus books
Grand Prizes Drawings: Fun book bundles, OMSI family membership

TEENS
Free books, STEAM toys, home movie night bundles

ADULTS
Gift cards to McMenamins, Bellagios Pizza, and Al's Garden Center

Thank you

Summer Programs are supported by our wonderful partners.



reading log

All Ages

Item 8.



RETURN YOUR LOG FOR PRIZES!

Name

Phone Age

School (if applicable)

Program Kids Teen Adult

Staff Only Library School BFM Bonus

Read or listen to books. Record each day that you read for **20 minutes or more**. Remember, fill out only one spot per day!



PLANT A SEED, READ

steam log

1

In 1-2 words describe the activity:

[optional] Tell us more:

2

In 1-2 words describe the activity:

[optional] Tell us more:

3

In 1-2 words describe the activity:

[optional] Tell us more:

4

In 1-2 words describe the activity:

[optional] Tell us more:

5

In 1-2 words describe the activity:

[optional] Tell us more:

6

In 1-2 words describe the activity:

[optional] Tell us more:

7

In 1-2 words describe the activity:

[optional] Tell us more:

Item 8.

8

In 1-2 words describe the activity:

[optional] Tell us more:

9

In 1-2 words describe the activity:

[optional] Tell us more:

10

In 1-2 words describe the activity:

[optional] Tell us more:

Name

Phone

Age

School

(if applicable)

Program

Kids

Teen

Adult

Staff Only

Library

School

BFM

Bonus

Try **10 STEAM Activities** this summer. Visit our website for our guidebook or ask a librarian for fun ideas. Mark off each activity you do and tell us about it.



RETURN
YOUR LOG FOR
PRIZES!

**PLANT
A SEED,
READ**

Summer Reading
BINGO

NAME:

LINCC CARD #:

EMAIL OR PHONE:

AGE & SCHOOL (if under 18):

Plant a seed	Fiction (book)	Check out a Cultural Pass	Farming OR farms (book)	Growing up (book)
Audiobook OR e-book	Visit the Library of Things	Includes a recipe (book)	Do something to feed your mind	Chosen for the cover (book)
Biography OR Memoir	Do something to feed your body	FREE  SPACE	Visit the library's art exhibit	"Lucky Day" (book)
Do something to feed your spirit	Visit the Seed Library	Poetry (book)	The same book a friend is reading (book)	Non-fiction: 600's (book)
Attend a library program	Same Author #1: an early book	Same Author #2: a later book	Children's book	Gardening OR gardens (book)



**Get 5 squares in a row for entry into the prize drawing.
TURN IN TO CIRCULATION DESK BY AUG. 31, 2026.**

