



# CITY OF SWEET HOME LIBRARY BOARD MINUTES

March 14, 2024, 4:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

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## Call to Order

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

### PRESENT:

Chair Charlene Adams

Vice Chair Eva Journey

Board Member Jim Corley

Board Member Kelsey Hicks

Board Member Caryn Wise

### STAFF:

Megan Dazey, Library Services Director

Cecily Hope Pretty, Administrative Services Director

### COUNCIL LIAISON:

President Pro Tem Greg Mahler

## Review / Approval of Minutes

- a) 2024-02-08 Library Board Meeting Minutes

Board Member Hicks moved to approve the minutes of the February 8, 2024 Library Board meeting. Vice Chair Journey seconded the motion. The motion carried unanimously by those present.

New business was heard at this time.

## New Business

- a) Welcome & Introductions - New Board Members

Director Dazey asked new Board Members, Jim Corley and Caryn Wise, to introduce themselves and describe their personal connections to the library.

The remainder of each new Board Member's term was decided by chance in accordance with the City Charter, with Board Member Wise's term to expire on 12/31/2024 and Board Member Corley's term to expire on 12/31/2025.

No action was required for this item. The Report of the Library Services Director was heard at this time.

## Report of the Library Services Director

- a) Report of the Library Director - February 2024

Director Dazey stated that the library budget as previously recommended by the Library Board had been approved by the Finance Director and City Manager, and would go before the Budget Committee and City Council later in the year. She noted that there were several grants pending but the library was just awarded a grant to host a summer internship. She stated that the Friends of the Library applied for a grant that would cover the cost to replace Free Little Libraries around Sweet Home. She noted the receipt of an

additional technology grant and that staff was testing the feasibility of offering virtual assistance appointments or allowing patrons to check out equipment for home use. She stated that the Seed Lending Library was distributing 50-100 packets of seeds daily.

Board Member Corley stated that he would ask Territorial Seeds if they had additional seeds to donate.

Director Dazey stated that the Public Works Department would begin site improvements once the weather improved, to include a picnic table, bike repair station, and water fountain. She noted that the improvements would allow for improved access through the alleyway. She stated that the community book discussion on West with Giraffes would begin April 16. She stated that a new writing critique group called Ink Slingers began meeting on Tuesday mornings. She added that library staff would be assisting with coordination of the Community Market for 2024. Director Dazey highlighted that one of the 2024-2025 City Council goals was to support the development of a new library building.

Board Member Corley asked of the proposed size for a new facility. Director Dazey replied that the needs assessment identified an ideal size of 12,000 to 15,000 square feet compared to the current building size of 5,000 square feet.

No action was required for this item.

### **Fiscal Report**

This item was not heard.

### **Statistics**

#### **a) Statistics Report - February 2024**

Director Dazey stated that almost all statistics were increased over January 2024. She highlighted the availability of State Library tutorials and trainings for the Board Members.

No action was required for this item.

### **Old Business**

There was no old business to be heard.

### **Next Regular Library Board Meeting**

Charlene Adams stated that the next Library Board meeting would be held on April 11, 2024.


No action was required for this item.

### **Adjournment**

There being no further discussion, the meeting was adjourned at 5:04 PM.

ATTEST:

  
Chair

  
Library Services Director, Secretary to the Board