



# CITY OF SWEET HOME LIBRARY BOARD MINUTES

January 11, 2024, 4:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

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## **Present:**

Chairperson Charlene Adams  
Vice Chairperson Eva Journey  
Board Member Kelsey Hicks

## **Absent:**

Board Member Jamie Frick

## **Staff:**

Megan Dazey, Library Services Director  
Cecily Hope Pretty, Administrative Services Director

## **Call to Order**

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

## **Review / Approval of Minutes**

- a) Meeting Minutes Library Board for November 2023

Board Member Journey moved to approve the minutes of the November 9, 2023 Library Board meeting. Board Member Hicks seconded the motion. The motion carried unanimously by those present.

## **Report of the Library Services Director**

- a) Report of the Library Director for December 2023

Director Dazey stated that two applications had been received for the Library Board. She noted that Board Member Jamie Frick would be resigning due to a change in schedule.

Director Dazey reported on the receipt of a \$2,500 grant from the John Henry Eldred Jr. Foundation that would be used to enhance the library's non-fiction and Spanish language boxed book collections. She stated that the Friends of the Library provided funding for puzzles, board games, and a new rug. She noted increased public interest in non-fiction movies.

Board Member Journey asked of the history of changes to the library budget. Director Dazey reported that the budget stayed generally the same year over year with small increases budgeted for programmed salary and cost of living increases. The board expressed support for the budget structure.

Director Dazey highlighted passive programming in December 2023 focused on teenagers and children. She noted the addition of new teen programs for 2024. She stated that library events were now included in the Sweet Home Chamber of Commerce newsletter and that staff would create newsletter for distribution.

Chairperson Adams asked of the status of the mural inside the library. Director Dazey replied that the wall had been painted with chalkboard paint to allow patrons to use it.

No action was required for this item. The report on statistics was heard at this time.

### **Statistics**

#### a) Library Statistics for December 2023

Director Dazey presented the monthly and annual statistics report. She noted the addition of 623 new patrons in 2023. She stated that staff would work to place the library levy on the ballot in May or November for renewal.

Board Member Journey asked of the significant increase in circulation and renewals for 2023 compared to 2022. Director Dazey replied that the Sweet Home Public Library had better growth than many other libraries and attributed it to refreshed and new collections. Board Member Journey asked of the growth in cost savings. Director Dazey stated that it was calculated based on the price of the borrowed book and that savings in 2023 exceeded the library's annual book budget.

Director Dazey asked the board if any other statistics should be considered in 2024. The board expressed support for the statistics report as presented.

No action was required for this item. The fiscal report was heard at this time.

### **Fiscal Report**

Director Dazey stated that the fiscal report would be provided to the board quarterly in 2024.

No action was required for this item.

### **Unfinished Business**

There was no additional unfinished business to be heard.

### **New Business**

#### a) SHPL 2023 Circulation Statistics

Director Dazey stated that this item was covered in the statistics report.

Chairperson Adams asked of the proposed amount of the library levy. Director Dazey replied that the intent was to keep the amount the same.

No action was required for this item.

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

#### a) Next Library Board Meeting – February 8, 2024 4:30 PM

Director Dazey noted the date and time for the next Library Board meeting.

No action was required for this item.

### **Adjournment**

There being no further discussion, the meeting was adjourned at 5:00 PM.

  
\_\_\_\_\_  
Chair

ATTEST:

  
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Library Services Director, Secretary to the Board