

1. Call to Order - Tyler Crook, Chair
  - A. Confirm this meeting is being recorded and will be made available on the Library YouTube channel
  - B. Attendance: When called on by Chair, please state "here" for the record:
    - a. Tyler Crook, Chair - Present
    - b. Jennifer Eckels, Co-Chair - Present
    - c. Kepola Napoleon - Present
    - d. Emily Sims - Present
    - e. Katherine "Kat" Ljungvist - Present
    - f. Cris Darr - Present
    - g. Robyn Onstot, Willamina School District - Absent
    - h. Councilor Vickie Hernandez, City Council Liaison - Absent
    - i. Sarah Frost, Library Director - Present
    - j. Richard Guscott, Library Clerk - Present
  - C. Additions, Questions, or Changes to the Agenda
  - D. Approval of Meeting Minutes
    - a. February 20, 2024 – approved as read
    - b. March 19, 2024 – approved as read

A formal motion to approve minutes of a previously held meeting is usually not necessary; approval can be handled by unanimous consent. The Chair should ask: "Are there any corrections to the minutes?" After all corrections have been offered, the Chair then asks: "Are there any further corrections?" If none are offered, then the Chair states: "There being no further corrections, the minutes stand approved as read [or as corrected]."

2. Presentations: Sarah Frost and Richard Guscott  
Oregon Library Association Conference

This year the conference was held in Salem, granting both Sarah and Richard the opportunity to go. Richard got to attend and focused on programming panels, Teen Mental Health Resources, and a Teen internship panel. He went to a panel that discussed creating a theater troupe in the library similar to what he's created with Tantalus Troupe, our focus has always been on tabletop roleplaying and creative writing. He also got to learn about HOOTS, resources in Lincoln County, teen mental health crisis lines, and is working on getting the slides from "13 Ways to Kill Your Library."

Sarah focused on policy in rural libraries, intellectual freedom, resources for libraries across the board (school and public collaboration), collections, and much more. Library Board 101 was an important session, there was an attorney at the session who spoke about helping board members navigate what they can and can't do to assist their library. We are lucky and grateful to have a very involved board!

Equity Every Day: When Making Decisions  
Whose voice is and isn't represented?  
Who benefits and who is burdened?  
Does it close or widen access gaps?

3. Reports:

A. Library Director Report - Sarah Frost

-Monthly Reports for March and April 2024: No cost on Native Innovation Exhibit, final day with the exhibit is May 28th. The author visit with David Lewis was also incredible and contributed to our understanding of the exhibit, thank you!

-Teen internships: The school district applied for Summer Learning Funds to collaborate with community partners, and they approached Sarah with an interest in supplementing our teen internships with additional teens. Thanks to this, we have made job offers to 4 teens and they start June 12th. They will be creating their own program that they will get to execute before the end of the summer. We are very excited about our new dream team!

-Staffing: Richy will be coming to the library for 24 hours starting in June, the budget is in the process of being approved and finalized.

-Library policies update: Waiting for Sarah to bring feedback from city's attorneys so that the board can utilize that information going forward, she will bring it to the June board meeting.

-Building compliance: The library applied for occupancy, and unfortunately, we discovered that nothing had been done with the paperwork since 2008. We are currently in the process of working with the fire marshal to get permanent occupancy. Our temporary occupancy limit is 49 and we have been graciously given the go-ahead by the fire marshal to continue with programming going forward. It will be a long, hard road to compliance and Sarah is working on it. When she has requests of staff, the board, and volunteers she will approach them about it. Questions? Criss asked if we needed to hire an architect, we are not making any structural changes. Tyler adds that the focus will be on doors, electric outlets, and other smaller issues. We can work with what was provided but will need to look at what our options are as we continue to work through this process.

Library Board Member Reports

- a. Tyler Crook – Chair: Free Comic Book Day was a huge success! The guest authors had a blast, the kids (both young and teens) were very attentive in Garret's art class. We received the stills so we can potentially teach the class as a workshop in the future! We had 112 people cycle through who picked up three comics each. Everyone was so positive and energetic, very engaged, and it was a blast. We will be doing it again!
- b. Kepola Napoleon – LOL: We did postpone Library in Twilight, due to the occupancy update. We didn't want to rush it to completion, we will revisit after SRP and are currently workshoping a murder mystery (potentially connecting the infamous murder quilt). We have new members and moving right along! The LoL is looking at everything it would take to find a new building. Earth Week Give

through Bottle Drop, we will have an update on how much we made at the June meeting.

- c. Robyn Onstot - WSD Liaison
- d. Other: Please keep reports to 3 minutes. Items needing discussion or decisions should be added to the Regular Agenda

- 4. Continued Business: none
  - A. Library Board Terms - review

**Current Library Board:**

NAME	Appointment	Current Term Start	Term End	Current Term
Jennifer Eckels	Partial 2023	September 2020	September 2024	partial
Katherine Ljungqvist	Partial 2023	September 2020	September 2024	partial
Cris Darr	Partial 2024	September 2021	September 2025	partial
Tyler Crook	Full 2021	September 2021	September 2025	1st
Kepola Napoleon	Partial 2019	September 2021	September 2025	1st
Emily Sims	Full 2021	September 2021	September 2025	1st
Willamina School District	Partial 2021	September 2022	September 2026	ongoing

- 5. New Business: none
- 6. Future Business / Placeholders:
  - A. Computer Use / Internet Use / WIFI Use policy
  - B. Code of Conduct Policy
  - C. Collection Development Policy
- 7. Public Input:

Please keep public input to 3 minutes. Items needing discussion or decisions should be added to the Regular Agenda.
- 8. Calendar:
  - A. May 1-28 – MNCH: Native Innovation
  - B. May – School Field Trips (Kinders, 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grades)
  - C. Summer Reading Program June-August 2024

This meeting is available via Zoom:

<https://us02web.zoom.us/j/83318278575?pwd=elpQWVN3UE1VTC9jVWtVYnRrRDJxZz09>