

1. **Regular Meeting – Call to Order – Tyler Crook, Chair**
 - A. Confirm this meeting is being recorded or streamed and will be made available on the Library YouTube channel. Meeting link:
<https://www.youtube.com/live/fv8rvrxVPqI?si=WCJvL3O5UcsgfYhC&t=264>
 - B. Attendance: When called on by the Chair, please state “here” for the record:
 - a. Tyler Crook, Chair - present
 - b. Kepola Napoleon, Co-Chair – present
 - c. Emily Sims - present
 - d. Cris Darr - absent
 - e. Rebecca Rice - present
 - f. Lainie Sowell - present
 - g. Robyn Onstot, Willamina School District - absent
 - h. Mayor Vickie Hernandez, City Council Liaison - absent
 - i. Sarah Frost, Library Director - present
 - j. Guest: none
 - C. Additions, Questions, or Changes to the Agenda - none
 - D. Approval of Meeting Minutes – approved as presented
 - a. April 15, 2025
(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. Presentation: none
3. Reports:
 - A. Library Director Report - Sarah Frost
Monthly Report, staffing, Library Board terms
Shared the most current financial monthly report for fiscal year. Shared the library budget documents going to the budget committee meeting. Shared the library monthly report. New library clerk, Katie, has started as a .4 FTE. School field trips are planned for 3rd, 4th, and 5th graders from Willamina Elementary. Sarah applied for a grant, \$2500 to get the 3D printing program up and running again and is Teen focused through December. Job offers were made to 2 interns, who start mid-June. Comic workshops kicked off and praised Garrett Ley and his work with the youth. Friendly reminder that 4 board terms are coming up for renewal in September and Sarah asked those board members to let her know at the next board meeting if they will apply for the next full term to determine needs for recruitment.
 - B. Library Board Member Reports
 - a. Tyler Crook – Chair – no additional updates

- b. Kepola Napoleon – LOL – June 7th is the Siren Nation Hoot Night. Live stream event will be held at Oddfellows. Show starts at 8:00 PM.
 - c. Robyn Onstot - WSD Liaison – no updates
PAUSED FOR AMAZON DELIVER 😊
 - d. Rebecca Rice – Library Programming – Rebecca shared that she has been attending webinars. She wants to kick off the Crayon Collection Program this summer. She wants to develop the Coloring Club with a tie to the Comic Workshops. Fiber group is moving along and they have been teaching about the different looms.
 - e. Other: Please keep reports to 3 minutes. Items needing discussion or decisions should be added to the Regular Agenda
(Would any other board members like to be added to the monthly regular meeting agenda to report on other organization/committee meetings they are a part of?)
4. Continued Business:
- A. none
5. New Business:
- A. none
6. Future Business / Placeholders (2025-2026 Board Year):
- A. Collection Development Policy – no updates
 - B. Computer Use / Internet Use / WIFI Use policy -no update
 - C. Code of Conduct Policy -no update
7. Public Input: None
Please keep public input to 3 minutes. Items needing discussion or decisions should be added to the Regular Agenda.
8. Calendar: *Sarah updated about the closures due to staffing and ensuring days off*
- A. May 21: 4th Grade School Field Trip
 - B. May 24: Comic Workshop with Garrett Ley
 - C. CLOSURE: May 26 and 27
 - D. May 28: 5th Grade School Field Trip
 - E. May 30: Sheridan All Prep Academy Field Trip
 - F. June 3: LOL Board Meeting
 - G. June 7: Dolly Parton Hoot Night **also HAPPY BIRTHDAY Tyler**
 - H. June 10: City Council
 - I. June 17: Library Board meeting (reminder that we recess in July and August)

This meeting is available via Zoom:

<https://us02web.zoom.us/j/84610667592?pwd=q2C9ytmxabJF0D8Jl96fDU7EQbt3PL.1>

Willamina Library Board
Minutes May 20, 2025
Minutes recorded by Sarah Frost

Meeting ID: 846 1066 7592
Passcode: 143780

NAME	Appointment	Current Term Start	Term End	Current Term
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
Rebecca Rice	Full 2024	September 2024	September 2028	1 st
Lainie Sowell	Full 2024	September 2024	September 2028	1 st