

1. Call to Order – Tyler Crook, Chair meeting called to order at 6:07pm
 - A. Confirm this meeting is being recorded.
 - B. Attendance: When called on by Tyler Crook, Chair please state “here” for the record:
 - a. Tyler Crook, Chair - present
 - b. Jennifer Eckels, Co-Chair - present
 - c. Kepola Napoleon – excused absence
 - d. Tracy Dillon - absent
 - e. Emily Sims - present
 - f. Katherine “Kat” Ljungqvist - present
 - g. Robyn Onstot, Willamina School District - absent
 - h. Councilor Hernandez, City Council Liaison - excused absence
 - i. Sarah Frost, Library Director - present
 - j. Krystal Stevens, Deputy City Recorder - presentOther/Guests:
City Manager Bridget Meneley - present
 - C. Additions/Questions or Changes to the Agenda
 - D. Approval of Meeting Minutes/Notes
 - a. April 18, 2023
Corrections or Discussion:
Motion: Co-Chair Jennifer Eckels motioned to approve
Second: Emily Sims. Motion carried to approve the April 18, 2023 Meeting Minutes as presented.
2. Presentations: none
3. Reports:
 - A. Library Director Report – Sarah Frost
 - 1) Summer Reading Program- Sarah shared highlights of the events coming up for the summer. They include a weekly Youth Movie Night which will be run by youth volunteers, and the Astronomy Club will have astronomy stargazing nights to be held at Art and Science. Lunches and snacks will be provided by the Library on consistent days through the summer. The funding for these lunches and snacks is provided in part by the Service Integration Team, the City, and the Tina Miller Center and Civic Club.
Sarah said the Library would welcome any volunteers. Her schedule will not be consistent, but Karla’s hours will be consistent.
There is no plan for library hours extending yet - they will remain 11-5 Monday through Thursday. Saturdays and Sundays will be open on event days.
 - 2) Homelessness Response / Emergency Shelter Services- Sarah has been in a focus group called PATHS and for the summer she has asked Code Enforcement Officer Mardette Cook to attend those meetings in her place. That group has been discussing housing opportunities in Dallas and Monmouth.
Sarah said she has been working with emergency services from Sheridan and Grand Ronde, in response to winter cold weather events. Thursday June 8, 2023, will be their next meeting. Volunteers from a shelter in Fall City will be at the meeting speaking about what is expected in a smaller community. Funding has been applied for that could help fund equipment and supplies. During hot weather events, the library is open for cooling and there is a transit between Sheridan and Willamina.

3) Volunteer Opportunities- National Night Out August 1, 2023- it is a nationwide event created to bridge the gap and build relationships between communities and first responders. If anyone is interested in helping at that event there are all sorts of opportunities to volunteer. There are preplanning meetings happening for volunteers.

B. Library Board Member Reports – None

4. Continued Business: none

5. New Business:

A. Library Facility Committee: Merge with Fundraising Committee

Motion (“Make a formal request to the fundraising committee to add the Library Facility Planning under their scope”): Co-Chair Jennifer Eckels

Second: Emily Sims. Motion carried with a unanimous vote.

B. Collection Development Policy Review

Motion (“Library Board to create a committee to review and update, as necessary, the Collection Development Policy for Board year 2023-2024”): Co-Chair Jennifer Eckels

Second: Emily Sims. Motion carried with unanimous vote.

The Board will wait until the next meeting to decide who is on the Collection Development Policy Committee. Sarah hopes to change the view of the policy from the view of a librarian to make it from the view of a patron. For example, is it easy to use? Is it understandable? Does it make sense? She suggests that it is written so patrons understand how the collection is chosen, why, and if there is an issue how it is to be handled. She said she included Newberg’s policy because it has stood up to multiple situations and challenges.

C. First Amendment Audits at Public Libraries

This refers to people entering the library space while filming and attempting to agitate the staff and recording it on film. It includes coming in with challenges to the library. The library doesn’t have a policy for guidelines for filming and photography in the library. We need training on how to best respond and protect the privacy of our patrons and limit the amount and kind of filming that happens. It is a public space so technically they are allowed to film.

Motion (“Request staff prepare a Photography/Filming Policy for Library Board Review”): Co-Chair Jennifer Eckels

Second: Emily Sims. Motion carried with a unanimous vote.

6. Public Input:

City Manager Meneley spoke about the City Wide Clean Up day June 10, 2023, from 8am-2pm. She said we need vehicles for doing debris pick-ups and volunteers.

7. Announcements/Calendar: Sarah- the next meeting’s agenda will have elections of next year’s Chair and Co-Chair, and the option to recess Library Board for the months of July and August.

8. Questions/Feedback/Adjournment:

A. Adjourn: Motion-Co-Chair Jennifer Eckels; Second-Emily Sims. Motion carried with a unanimous vote. Time- 6:34pm

Board Members:

Name	Appointment	Term Start	Term End	Full Term
Jennifer Eckels	Partial Term 2023	September 2020	September 2024	partial
Katherine Ljungqvist	Partial Term 2023	September 2020	September 2024	partial
Kepola Napoleon	Partial Term 2019	September 2021	September 2025	1st
Tracy Dillon	Full Term 2017	September 2021	September 2025	2nd
Tyler Crook	Full Term 2021	September 2021	September 2025	1st
Emily Sims	Full Term 2021	September 2021	September 2025	1st
Willamina School District	Partial Term 2021	September 2022	September 2026	N/A