- 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 the 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" Ljungvist present
 - g. Robyn Onstot, Willamina School District present
 - h. Councilor Vickie Hernandez, City Council Liaison present
 - i. Sarah Frost, Library Director present
 - j. Krystal Stevens, Deputy City Recorder excused
 - C. Additions, Questions, or Changes to the Agenda none
 - D. Approval of Meeting Minutes
 - a. September 19, 2023
 - Motion: Jennifer Eckels Second: Emily Sims
- 2. Presentations: none
- 3. Reports:
 - A. Library Director Report Sarah Frost
 - -ARSL Conference:

Attended several sessions. Unfortunately, session notes were lost due to technology issues. 2 sessions worth noting were the Intellectual Freedom discussion and the AR technologies.

-State Statistics Report

Shared attachment of highlights. Due yearly to the State Library of Oregon by 10/31. -SelfCheck

CCRLS has provided the library with a self-check station.

-West Valley Libraries Newsletter

Sarah published the 1st shared Newsletter between CTGR, Willamina, and Sheridan libraries. The 3 libraries are also working to provide consistent services to our patrons in the West Valley.

-Grant updates per Tyler's request:

OCF grant will award mid-November.

Sarah also applied for a Youth Materials \$5,000 grant and will hear on an award beginning of November.

Richard is working on a \$500 gaming grant.

Library Board Member Reports

Tyler Crook – Chair
Interviewing with David Bates, Oregon Artswatch for an article he is working on.

b. Kepola Napoleon - 501c3 Friends

Reported on by Tyler Crook: Work towards an operating agreement between the 501c3 and the Library as separate entities. Marian completed the federal ID number application and registered with the Oregon Corporations Division. The organization is Friends of the Willamina Public Library DBA Love Our Library. Still working on by-lawns and mission statement. Looking at LOL merchandise options. November 7th – FotL/LOL Board meeting. Next fundraiser is the Art Tour Nov 10 and 11. Featured artists, bake sale, and holiday basket raffle.

- c. Tracy Dillon CCRLS Rural Ley Member (next meeting is Nov 9, 12-2) no report
- d. Robyn Onstot WSD Liaison

Scholastic Book Fair: Schools can only have 3 book fairs a year. Open to the public. The book fairs are held during Open House and during the Carnival. Currently adding 3rd-5th grade Battle of the Books to the library. Sarah inquired about the school library applying for Battle of the Book grants. Sarah will share future grant opportunities.

- e. Other: Please keep reports to 3 minutes. Items needing discussion or decisions should be added to the Regular Agenda
- 4. Continued Business:
 - A. Collection Development Policy Review Tyler Crook The next meeting is after the Library Board meeting to start discussing next steps to work on the policy.
 - B. Library Photography Policy (placeholder for future discussion) Sarah Frost No update – Sarah has further work to do on the policy.
- 5. New Business:
 - A. November 21 Library Board Meeting

This meeting falls on the same week as Thanksgiving. Tuesday, November 14 is a City Council meeting. Suggestion to move the meeting to November 28. Jennifer Eckels will need to attend the Planning Commission meeting. Motion to move the meeting to November 28th via Zoom motion: Jennifer Eckels second: Katherine Ljungvist motion passed

6. Public Input:

Please keep public input to 3 minutes. Items needing discussion or decisions should be added to the Regular Agenda.

- 7. Calendar for reference:
 - A. October 10-27 Sarah Frost, Vacation Time / Remote Work
 - B. October 31 Willamina Trunk or Treat
 - C. October 21 9AM Youth Programming Committee Meeting- discuss Winter Celebration

- D. October 21 6PM Astronomy Club meeting and International Observe the Moon Night
- E. October 30-Nov 7 Karla Johnson, Vacation Time
- F. November 9 Library Closed: Art Tour prep
- G. November 10 & 11 Art Tour / Library Fundraiser
- H. November 14 6PM City Council meeting (Library Charter Ordinance)
- I. November 18 6PM Astronomy Club meeting
- J. November 21 Library Board meeting
- K. November 23 Library Closed: Holiday
- L. December 2 Willamina Light Parade and Tree Lighting
- M. December 19 Library Board RECESS
- N. December 25-January 1 Library Closed
- 6:31 PM Meeting Adjourned