

Wilsonville Public Library
LIBRARY BOARD MEETING MINUTES
April 23, 2025

MEMBERS PRESENT: Natalie McNown, Chair; Dick Spence, Vice-Chair; Orel Smith

STAFF PRESENT: Shasta Sasser, Library Director; Haley Spaeth, Board Secretary; Lizzie Figueroa, Library Operations Manager

Natalie McNown called the meeting to order at 6:31 p.m.

The minutes of the March 26th meeting were approved with one change.

ONGOING BUSINESS/CALENDAR ITEMS

1. ***Staff Visitor – Lizzie Figueroa** – Shasta introduced Lizzie who went on to explain their role as the Library Operations Manager. Lizzie also explained their role as Secretary of the Circulation Committee and Tech Services Committee before taking questions from the Board.
2. **Director’s Report** – Shasta shared that the library will be playing a documentary with its director in attendance titled *Samurai in the Sky* on May 1st at 6pm. The library will be hosting “Return of the Jedi Goats” on May 3rd in celebration of Star Wars Day. HR and library staff have been working on reviewing and updating job descriptions. The children’s room will be getting a new mural to replace the bulletin boards on the surrounding walls. The library will be working with the Arts, Heritage and Cultural Commission for the art and the Library Foundation has agreed to fund the project. Shasta also mentioned possible impacts to the library’s funding after recent executive orders from the White House affected the Institute of Museum and Library Services. She also shared resources from the State Library and ALA sites with more information.
3. **Strategic Plan** – Shasta shared that her and Ethan attended a training on Blue Cloud Analytics and have been looking into how much space is being allotted to individual sub collections. Shasta also shared some slides from Abigail’s DEI project, showing the character diversity results from her evaluation of the Teen Fiction Collection.
4. **State Standards Review** – Shasta shared the minimum requirements of a public library as stated by OLA, and how Wilsonville Public Library has been meeting said requirements.
5. **Review/Evaluate Board Function** – Haley shared the results of the Board’s self-evaluation survey.
6. **Friends of the Library Report** – There was nothing to report from the Friends of the Library.
7. **Library Foundation Report** – Dick shared that the Foundation will be hosting a Donor Appreciation Night on September 20th. The Foundation’s fundraiser for National Library Day is mostly calculated and is currently at 33 donors with \$5,600

raised. DPIL will be pausing its social media accounts for three weeks to gauge its effectiveness. They had one new signup at the Egg Hunt but will attend the Mental Health Talks on May 3rd in Villebois. Parks and Rec have installed new cameras by the bathrooms in Boones Ferry Park that cover the new Little Free Library in case of vandalism. There will also be a new mural in the building with the theme “Every Child Should See Themselves in a Book”. Shasta also shared that DPIL has been seeing less signups recently because Wilsonville has hit “Full Enrollment” with about 60% of the city signed up. There will also be Budget Committee meetings in May where Shata will be presenting the library’s budget. Natalie also brought up the Volunteer Appreciation event taking place on May 1st at the Wilsonville High School.

ROUND ROBIN

Meeting adjourned at 7:22 p.m.

The next regular meeting is scheduled for May 28th at 6:30 p.m. on Zoom.

Respectfully submitted,

Haley Spaeth

Board Secretary

***Moved up on agenda during meeting.**

Copy available from Board Secretary