



# CITY OF SWEET HOME LIBRARY BOARD MINUTES

May 09, 2024, 4:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

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## Call to Order

The meeting was called to order at 4:30 PM.

### PRESENT

Chair Charlene Adams  
Vice Chair Eva Journey  
Committee Member Jim Corley  
Committee Member Kelsey Hicks  
Committee Member Caryn Wise

### STAFF

Megan Dazey, Library Services Director  
Cecily Hope Pretty, Administrative Services Director

## Review / Approval of Minutes

- a) 2024-04-11 Library Board Meeting Minutes

Chair Adams requested that Committee Member Wise's last name be corrected.

Committee Member Wise moved to approve the April 11, 2024 Library Board meeting minutes as amended. Committee Member Hicks seconded the motion. The motion carried unanimously.

## Report of the Library Services Director

- a) Report of the Library Director April 2024

Director Dazey stated that interviews were conducted to fill a grant-funded teen intern position for the summer for approximately 100 hours. She noted that staff was working on a start date and planned to pursue funding for the following summer as well. She stated that she attended and presented at the Oregon Library Association conference in Salem.

Vice Chair Journey asked of common topics of discussion among conference attendees. Director Dazey replied that many library staff were concerned about outside influence on their communities and noted the importance of a strong relationship with the City Manager and Library Board.

Director Dazey stated that the Friends of the Library received a grant from the Sweet Home Community Foundation to install weatherproof Free Little Libraries. She noted that volunteers were available to install them at all elementary schools, the junior high, and the Boys and Girls Club. She stated that the library received an additional \$2,000 grant through the System of Care in Linn County to support teen materials and programming.

Director Dazey reported that the library received a donation of 700 DVDs and staff would assess them to select those for circulation that would likely be of most interest to the community. She noted that the majority of items currently in the library had been checked out at least once in the previous five years.

Director Dazey stated that staff continued to coordinate with Public Works to complete exterior upgrades. She noted that the street and parking lot were recently swept. She highlighted a significant increase in

programming over the previous year. She added that staff continued to identify potential funding opportunities for a new library building.

No action was required for this item.

### **Statistics**

- a) Statistics April 2024

Vice Chair Jurney asked of the increase in patron cards. Director Dazey replied that it was likely due to an influx of school classes obtaining cards and new residents in Sweet Home.

No action was required for this item.

### **Fiscal Report**

There was no fiscal report to be heard.

### **New Business**

- a) Discussion on meeting schedule

Director Dazey asked if the Board wished to continue meeting monthly or meet less often. It was noted that the City Code called for the Board to meet a minimum of monthly. There was consensus to meet in June to hear an end of year fiscal report but to examine a potential Code change in the future based on need.

No action was required for this item.

### **Next Regular Library Board Meeting**

- a) TBD

Chair Adams confirmed that the next Board meeting would be held on June 13, 2024.

### **Adjournment**

There being no further discussion, the meeting was adjourned at 5:02 PM.

  
\_\_\_\_\_  
Chair

ATTEST:

  
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Library Services Director, Secretary to the Board