



# CITY OF SWEET HOME LIBRARY BOARD MINUTES

December 12, 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.

## Roll Call

### PRESENT

Vice Chair Kelsey Hicks  
Board Member Jen Castaneda  
Board Member Caryn Wise

### ABSENT

Chair Eva Journey  
Board Member Jim Corley

### STAFF

Megan Dazey, Library Services Director  
Adam Leisinger, Special Projects Manager

## Review & Approval of Minutes

- a) 2024-11-14 Library Board Meeting Minutes

Board Member Wise moved to approve the minutes of the November 14, 2024 Library Advisory Board meeting. Board Member Castaneda seconded the motion. The motion carried by the following vote:

AYE: Hicks, Castaneda, Wise  
ABSENT: Journey, Corley

## Report of the Library Services Director

- a) Report of the Library Director December 2024

Director Dazey reported that bookcases were moved to support collections for teens at their request. She noted that due to space restrictions, staff was required to rotate collections. She stated that a new toilet had been installed. She highlighted that there were more visitors in November 2024 than in the three years prior. She noted good engagement with the current community read selection. She stated there were no new updates regarding a new building.

Board Member Wise asked of the new sensory hours. Director Dazey stated that attendance was mixed but staff planned to continue hosting those hours.

No action was required for this item.

## Statistics

- a) Library Monthly Statistics November 2024

Director Dazey highlighted that statistics were up across most categories. She noted a reduction in volunteer hours due to a prominent volunteer stepping back.

No action was required for this item.

## **Fiscal Report**

There was no fiscal report to be heard.

## **New Business**

- a) Library December 2024 Newsletter

Director Dazey stated that the newsletter was available at the library and on the Facebook page.

No action was required for this item.

- b) Draft 2025-2030 SHPL Strategic Plan

Director Dazey stated that she was developing a Sweet Home Public Library Strategic Plan to coincide with the library's next operating levy and demonstrate its value to the community. She highlighted the inclusion of goals and objectives and requested feedback from the Board.

Board Member Wise suggested inviting local service organization to ensure their familiarity with the library and its services.

The Board expressed support for the proposed plan. Director Dazey stated she would return to the Board with a revised version for review and approval.

No action was required for this item.

## **Adjournment**

There being no further discussion, the meeting was adjourned at 4:55 PM.



Chair

ATTEST:

  
Library Services Director, Secretary to the Board