



CANBY PUBLIC LIBRARY

ADVISORY BOARD MEETING MINUTES

December 17, 2024

Present: Lois Brooks (Chair), Jen Kraxberger, Linda Warwick, Rick Maier, Aimee Noss, Kristi Smith, Tiffany Mach, Scott Sasse (Council Liaison), Linnea Stormo (Teen Liaison), Marisa Ely (Library Director).

Absent: None.

The meeting was called to order at 5:30 p.m. by Lois Brooks, Chair.

October 2024 minutes were approved as written. Motion made by Linda, Second by Kristi. All in favor. Opposed: None.

Public Comments. None.

Information Reports

Council Liaison Report.

At tomorrow's Council meeting, there will be a public hearing regarding annexation and zone change on North Holly (Parsons property). Transit will also give an update about their new building project.

Councilor Sasse also discussed the Canby Adult Center likely moving to a new space/location in about two years, the attorney for the city is the same firm we've been using after going through the normal hiring process, and the Canby Civic Engagement Academy is still looking for participants.

Chair Report. None.

Board Member Reports. None.

Library District Advisory Committee (LDAC) Report. None.

Library Director Bi-monthly Report.

Marisa, with the help of several library staff, has been working on several grant applications. A grant application around accessibility services was recently submitted.

Several collections have been moved and/or updated for accessibility. Staff have also been working on standardizing all of our processing so collections can be found more easily.

The Teen Open House, to celebrate the new teen mural, on November 23rd, with the mural artist Carlos Nieto III, was a success. Carlos put on an anime workshop that was well attended by all ages.

The library's *Community Reads* program planning has begun, so stay tuned for more information!

Please consider joining the inaugural *Canby Civic Engagement Academy* to learn about city departments (more information can be found on the city website). Kristi will be the LAB representative.

Phillip Yocham, our Children's Librarian, will be back on Monday 12/23.

The library will close at 5pm on 12/23 and be closed all day 12/24-12/25. The library will also close at 5pm on 1/31 and be closed all day on 1/1.

Teen Liaison Report. None.

Friends of the Library Report.

One of the newest board members, Maureen, has grant writing experience and she will be working with Marisa on a potential new grant application.

Books are selling well at the Canby Beer Library and Christmas sales at the library are also going well.

Amy is in charge of social media and she's working on gaining more followers to get the word out about Friends happenings.

Mary Voskuil resigned after 7 years of service, so thank you Mary!

Discussion Items

Teen Liaison Orientation.

This is Linnea Stormo's first meeting as our new teen liaison. She is a Freshman at Canby High School. She is in yoga club and band. In the Spring, she may do golf or tennis. She has a dog named Sparky and an older brother and little sister. She will be working with Marisa and other library staff to see how the library can support teens at the high school and vice versa.

“How Do I...Make A Donation”.

Marisa read the newest version of the document and several minor errors were pointed out. Marisa will make those edits, send out the final version to LAB members, and post on the library website in the appropriate section. Lois made a motion to approve the document with the suggested edits. Rick seconded. Motion passes.

2025 To Do / Goals List.

We briefly discussed working on a list of goals that LAB would like to work on and accomplish over the next 2025 year now that several big-ticket items have been completed. LAB members will think about goals to add to the list and come to the next meeting ready to discuss.

Action Items

- **Donation policy “How Do I...”.** Marisa will make the suggested edits, send out the final version to LAB members, and post on the library website in the appropriate section.
- **2025 Goals List.** LAB members will think about goals to add to the list and come to the next meeting ready to discuss.

Announcements

There being no other concerns, reports or questions, the meeting adjourned at 6:23 p.m. The next meeting is scheduled for Tuesday, January 21, 2025, at 5:30 p.m. in the Council Chambers or via Zoom.

Respectfully submitted,

Marisa Ely

Library Director

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON
JANUARY 21, 2025.