

## Minutes

### Warrenton Community Library Board Regular Meeting

March 9, 2022 - 5:30 p.m.

Warrenton City Commission Chambers  
225 South Main Ave., Warrenton, OR 97146

1. Call to order: Kelsey called the meeting to order at 5:35 p.m.
2. Roll call: Kelsey Balensifer, Karyn Grass, Amanda Donovan, Eileen Purcell, and Library Director Kelly Knudsen. Unable to attend: Natalie Duggan, Joy Wheatley-Decius and Dawn DeLacey.
3. Recognition of guests: Courtney Johnston, Library Assistant Youth Coordinator, and Cass Williams, Library Administrative Assistant, at WCL
4. Consent calendar:
  - A. Advisory Board Meeting Minutes 12.08.21: Karyn motioned to approve and Eileen seconded. All moved to approve the amended minutes.
5. Site manager report:
  - The STEM-funded Lego Club and Storytime are very popular programs aided by Facebook postings.
  - Cass has established a Teen Advisory Board, composed of middle schoolers, to provide input on programming important to them.
  - Friends of the WCL is now a registered 501(c)3. Memberships are open and our board members are welcome to join.
  - Kelly is working on gathering donations to fund the summer reading program. KOA has donated small prizes from their camp store.
  - A project for a Newcomer's Club/Community Connections project for English Language Learners is in the works.
  - Kelly has had a new router and new workstations installed. She is working on getting a new Internet provider (Wave) as Charter drops out regularly. The monthly price will increase.
  - Director Kelly Knudsen is participating in two EDGE Cohorts, Digital Inclusion and Data Fluency. Edge is a suite of online tools and resources that helps library leaders make data-informed decisions to align their technology resources to community priorities.
  - Courtney Johnston is at 25 hours a week and Cassandra is at 35 hours a week until the end of April and then she will be at 28 hours. Kelly said they are working well together and make a good team.

- Kelly is submitting the 2022-2023 budget by March 28. She is requesting staff get bumped up to 40 hours per week anticipating providing more and better services/programming as the library continues to grow.
- There is now a seed library/plant swap planned for Earth Day, April 22.
- Plans to address the November levy to re-fund the WCL for the next 5 years are continuing as we contemplate asking for the same \$.33 per \$1000 as the last levy or asking for an increase. The City Manager will advise us on other options, such as a \$.05 increase. Right now the library levy @ \$.33 per \$1000 amounts to \$33 per \$100,000 assessed value. If the bond measure passes in November there will be no lapse in services for the next 5 years. There will be a new City Manager as Linda Engbretson's retirement approaches soon.

Discussion items:

- A. We will hold a special meeting within the next few weeks to hear input from Linda, the City Manager, on the process of getting a levy on the ballot, what to consider when we recommend how much to ask for, messaging and plans to support its passage.

7. Public comment: There was no public comment.

8. Good of the order: Our next meeting is Wednesday, June 8, at 5:30 p.m.  
September 9  
December 14

9. Adjournment: The meeting was adjourned at 6:23 p.m.

Meeting Minutes were taken and recorded by Eileen Purcell, Board Secretary.