

## Agenda

Warrenton Community Library Board

Regular Meeting

October 9, 2024 – 12:00 p.m.

Warrenton City Commission Chambers

225 South Main Ave., Warrenton, OR 97146

1. Call to order

2. Roll call

3. Recognition of guests

4. Public comment

5. Consent calendar

A. Regular Meeting Minutes 3.13.23

6. Discussion items

A. Library director's report

B. Friends of the Warrenton Community Library update

7. Action items

A. Amending the Bylaws

8. Good of the order

9. Adjournment

MINUTES

WARRENTON COMMUNITY LIBRARY BOARD

REGULAR MEETING

JUNE 12, 2004, 5:30 P.M.

WARRENTON CITY COMMISSION CHAMBERS

225 S. MAIN AVE., WARRENTON OR 97146

PRESIDENT ANDREW WALKER CALLED THE MEETING TO ORDER AT 5:35 P.M. BOARD MEMBERS IN ATTENDANCE WERE

ANDREW WALKER

KARYN GRASS

AGGIE COOLEY

ABBIE JOHNSON.

ADDITIONAL ATTENDEES WERE LIBRARY DIRECTOR JOSH SARANPAA; FRIENDS OF THE LIBRARY REPRESENTATIVE KELSEY BALENSIFER; AND, VIA ZOOM, JULIA EASTHAM FROM THE DAILY ASTORIAN.

UNABLE TO ATTEND WERE EILEEN PURCELL, BRENDA ATWOOD AND AMANDA DONOVAN.

THE MINUTES OF THE MARCH 13 MEETING WERE NEXT REVIEWED. UPON A MOTION TO APPROVE BY KARYN GRASS AND A SECOND BY ABBIE JOHNSON, THE MINUTES WERE VOTED ON AND APPROVED.

LIBRARY DIRECTOR JOSH SARANPAA PRESENTED HIS MARCH/APRIL/MAY QUARTERLY REPORT.

KELSY BALENSIFER PRESENTED A REPORT FROM THE FRIENDS OF THE LIBRARY. THE LIBRARY AFTER DARK PROGRAM HAD 16 AND 14 IN ATTENDANCE AT THE LAST TWO EVENTS. THE PROGRAM WILL BE ON HIATUS UNTIL OCTOBER 12. ADDITIONALLY, THE FRIENDS GROUP RECEIVED \$122 THROUGH ITS FUNDRAISER WITH HUMAN BEAN COFFEE.

LIBRARY DIRECTOR JOSH SARANPAA GAVE AN OVERVIEW OF THE BYLAWS DRAFT. UPON MOTION BY ABBIE JOHNSON AND SECOND BY KARYN GRASS, THE BOARD APPROVED THE DRAFT AS PRESENTED.

JOSH THEN FOLLOWED WITH A DISCUSSION OF THE STRATEGIC PLAN DRAFT. THE PLAN WOULD BE IN EFFECT THROUGH THE CURRENT FUNDING TERM AND HAS BEEN APPROVED BY THE APPROPRIATE CITY OFFICIALS.

THERE BEING NO FURTHER DISCUSSION, THE MEETING WAS ADJOURNED UNTIL SEPTEMBER 11.

# WARRENTON COMMUNITY LIBRARY STRATEGIC PLAN [DRAFT]



Compiled by: Joshua Saranpaa

WARRENTON COMMUNITY LIBRARY 160 S Main Avenue, Warrenton, Oregon

## **Introduction**

Providing advisory support in how the Warrenton Community Library provides services to the community is the most important function of the Warrenton Community Library Advisory Board. This Strategic Plan provides a blueprint, or roadmap, for how the Warrenton Community Library will grow, adapt to challenges, and further meet the needs of the community. This plan outlines goals, initiatives, and focus areas for staff to aspire to achieve.

### Contributors to the Development of the Strategic Plan:

- Library Director
- Members of the Friends of the Warrenton Community Library
- Library Staff
- Community Members (by way of Community Forum)

The planning process for this document began in November of 2023 with the Strategic Planning Community Forum that was held at Warrenton City Hall. From that meeting, staff and Strategic Planning Committee members were able to identify key areas to focus on in the plan. The Committee met twice in May 2024, and were led through brainstorming and drafting sessions to tie all of this plan and its elements together.

## **Community and Warrenton Community Library Background**

Warrenton, Oregon, is home to a population of roughly 6,500 people from a variety of different social, economic, and cultural backgrounds. Warrenton is included in a cooperative with the two other Clatsop County public libraries, but operates independently.

Warrenton's population is predominantly White (~80%), but is home to a population of Hispanic and Latinx, Asian, and Native American people.

Warrenton Community Library began as a volunteer-run, small library in Hammond, Oregon. In 2017, the library moved to its current location in the heart of downtown Warrenton. While the other libraries in Clatsop County are funded through tax dollars, Warrenton Community Library's situation is a little bit different. Every five (5) years the library needs to put out to the voters a special tax levy for funding. Without the voters' support, the Warrenton Community Library would not be able to continue operations.

## **Warrenton Community Library Values**

- Community-minded
  - Warrenton Community Library takes a “community-centered approach” when it comes to programming, collection development, and resources available. We believe that the library is a vital resource for our small community, and we want to ensure that the community is put first.
- Welcoming

- We at the library believe that being open and welcoming to our community and patrons is key to ensuring we are able to meet the needs of the people that rely on our services.
- Inquisitive
  - Libraries are about learning and exploration. We believe that being inquisitive is foundational to our ability to serve this community. Staff strive to learn more about their community, this field, and anything else that may come our way.
- Adaptable
  - Libraries are constantly transforming to meet the needs of patrons. In order to adequately serve the community, we believe that we must be willing and able to adapt to overcome our challenges, and to support our patrons.

### **Library Vision**

*Empowering our community to learn, grow, and feel more connected to the world and each other.*

### **Library Mission Statement**

*Warrenton Community Library aims to enhance the quality of life for our community through literacy and life-long learning while connecting people to their community and world.*

### **Strategic Plan Focus Areas, Objectives, and Key Projects**

- Engaged Community
  - Increased attendance at community programs
    - Implement program attendance tracking and feedback system
    - Explore patron attendance incentive program
  - Expanded community and youth outreach
    - Engage local schools through class visits
    - Expand electronic/web marketing program including social media
  - Educated community on library resources and services
    - Redesign Warrenton Community Library logo and branding
    - Create patron policies and library services information handouts and processes
    - Send library services and brochure/information to Warrenton community
- Knowledgeable Staff
  - Staff are provided opportunities for professional development
    - Provide staff with continuing education opportunities annually
  - Volunteer program will be evaluated and enhanced
    - Create volunteer training program checklist
    - Revise volunteer handbook and training processes
    - Implement volunteer newsletter
  - Staff and volunteer experience and expertise will be highlighted
    - Create “staff catalogue” for public display

- **Diverse opportunities**
  - Enhanced collection variety and accessibility
    - Apply for Spanish language materials from Libros for Oregon
    - Survey patrons on cultural gaps in library collection
    - Grow “Library of Things” collection to include more diverse assortment of items
  - Inclusion of diverse voices from the community
    - Develop community speaker series that highlights the voices of marginalized communities
- **Equitable Access**
  - Identify barriers to access including physical, economic, and cultural barriers
    - Create feedback system for community members to voice their experiences and barriers to access
  - Implement solutions to accessibility challenges
    - Implement fine-free library program to enable community members of all socio-economic statuses to use the library
    - Provide scholarship opportunities to those who live outside Warrenton city limits, or who cannot afford an out-of-town card
    - Ensure ADA access to library