

## **Minutes**

### **Warrenton Community Library Board Regular Meeting**

September 8, 2021 - 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 5:31 p.m.
2. Roll call: Kelsey Balensifer, Karyn Grass (attending through Zoom), Dawn DeLacey, Natalie Duggan, Eileen Purcell (attending through Zoom), and Library Director Kelly Knutsen. Unable to attend: Joy Wheatley-Decius. Danika Cooley resigned.
3. Recognition of guests: none attending
4. Consent calendar:
  - A. Advisory Board Meeting Minutes 06.11.21: There were a couple changes to the notes. Dawn motioned to approve. Natalie seconded and all moved to approve the amended minutes.
5. Site manager report:
  - Saturn's hours were increased from 18 to 25 weekly beginning in July. The computers have been updated, there is a new color printer. We are still awaiting painting of the building to begin.
  - Carol is retiring in October and Kelly would like to see that position increase to 40 hours per week. The position will be advertised on the city website starting in October. She plans to rearranged the back room to make more meeting space. There are now 9 active volunteers. Karyn asked if there was some way to commemorate Carol's retirement on 10/16/2021.
  - Tech Tuesdays are beginning soon-workshops to help seniors with their devices and other media. Kelly will be teaching a six-week class at Helping Hands. Kelly will also attend a conference in Reno.
  - Saturn is running a virtual Tween Teen club and a popular anime club. The Summer Reading program had robust attendance and author visits have and will continue to occur. Karyn complimented the library staff on its Facebook page and the friendly atmosphere in the library.
6. Discussion items:
  - A. Karyn would like to pursue writing some grants, but we are waiting for the Friends group to finish 501c3 paperwork. Monthly Friends meetings will resume

again in September. The group needs a leader to take charge of guiding the incorporation paperwork to completion.

- B. There is an open spot on the board as Danika Cooley resigned recently. We are a seven-person board.
- C. The final version of the WCL Policy manual is almost complete. Kelly will send to all of us to make any edits we think are necessary by October 10 so she can submit it to the commissioners soon.
- D. We wondered if there were awkward moments over required masking, but Kelly said no. There has been a reduction in the number of visitors daily, perhaps due to the rise in COVID cases and the reinstated mask mandate- down to an average of 31 per day from 48-50 a few months ago.

7. Public comment: There was no public comment.

8. Good of the order: Our next meeting in December 8, 2021 at 5:30 p.m. The

9. Adjournment: The meeting was adjourned at 6:11 p.m.

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