



CANBY PUBLIC LIBRARY

ADVISORY BOARD MEETING MINUTES

May 20, 2025

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

Absent: Rick Maier.

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

April 2025 minutes were approved as written with one edit. Motion made by Aimee, Second by Linda. All in favor. Opposed: None.

Public Comments. None.

Information Reports

Council Liaison Report.

Budget season is here. Cuts will have to be made. Budget Committee meeting #2 is on Thursday, 5/22 at 6pm.

Chair Report.

The June meeting is Rick's last meeting. We have received one application for his vacant seat so far and the posting remains open for a July 1st start date.

Board Member Reports.

Canby Pride is at Wait Park on June 22nd from 12-4pm.

Library District Advisory Committee (LDAC) Report. None.

Library Director Bi-monthly Report.

See bi-monthly report at the end.

- Signage is currently being worked on about NO FOOD OR DRINK (except drinks with tight caps, not lids) in the library and meeting rooms. This is a result of many patrons leaving food, spills, and messes all around the library and meetings rooms.

- [Starting May 2025] Patrons are required to show identification (photo ID or LINCC library card) before using a meeting room. The name on the identification will need to match the name on the reservation.
- Patron behavioral issues are increasing.
- Email newsletter will now have a message from the Library Director.
- Career Center is COMING SUPER SOON! Signage is almost done, desks and technology bought, collection and giveaway items are here!
- *Food For Fines* partnership with *Bridging Cultures* for one week in June, July, and August.
- Reminder to tell everyone you know to fill out our online survey through the end of the month.

Teen Liaison Report.

Band placed 6th in State. Jazz Band placed 4th in State. Choir tied for first time in State.

Budget cuts are coming to the School District and it will have far-reaching effects.

Friends of the Library Report.

Reports sent out separately.

Discussion Items

Civic Engagement Academy Presentation on Library.

Putting off until a future meeting.

Library Open House.

167 visitors. 40 Bingo sheets completed.

Snacks, activities, resources, SRP info, behind-the-scenes, and STEAM Night activity with Todos Juntos where children got to explore the stars in a planetarium show, make bracelets using binary code, and design their own mission patch.

Budget Committee Meeting #1 & Library Budget.

See attached handout.

Budget Committee Meeting #2 on 5/22.

Bigger cuts are coming to other organizations and the School District and the library has been asked to fill in some of those holes. We are supplementing the school library collections as well. The School District will be getting rid of study labs and tutoring etc.

Action Items

- LAB Duties and Powers
- 4/9/25 Ethics Training

Announcements

There being no other concerns, reports or questions, the meeting adjourned at 6:33 p.m. The next meeting is scheduled for Tuesday, June 17, 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 JUNE 17, 2025.










City of Canby Bi-Monthly Report
Department: Library
For Months of: March & April 2025

To: The Honorable Mayor Hodson & City Council
From: Marisa Ely, Library Director
Prepared by: Same as above
Through: Eileen Stein, City Administrator
Date: 5/7/2025

2025 Council Goals & Objectives:

Promote Financial Stability: *Develop a Plan to Fund Current and Expanded Library Services*

Statistics

 <div>CANBY PUBLIC LIBRARY MAR/APR '25 SNAPSHOT</div>	
Items added to the collection - 1,368 	Room reservations 279
Holds filled 8,879	 New cards 225*
Checkouts  Digital: 9,676* Physical: 42,882*	General Interest & Self-Directed: 19 events - 1,154 participants
Items checked in 42,830	 Adult events - 23 Participants - 371
Customer interactions - 3,607* 	Children's events - 43 Participants - 672
Visitors 17,802*	 Teen events - 12 Participants - 58

* = stats with high increases from previous reports

Department Activities:

- Other programming:
 - Self-directed activities: 11 events / 269 participants
 - General Interest: 2 events / 108 participants
 - Including Earth Day event with *Canby Kiwanis & Bridging Cultures* ESL Class Presentation/Tour on Library Services & Resources
 - Canby Reads 2025: 6 events / 777 participants

Our Canby Reads selection for 2025 was *Remarkably Bright Creatures*. A variety of programs for all age groups invited the community to interact with this year's book including an octopus scavenger hunt; a digital aquarium; Tiny Art Maker Lab, Tiny Art Show, and Tiny Art display; a Trivia Night in collaboration with the *Canby Beer Library*, and a community discussion and virtual visit from New York Times Best Selling author Shelby Van Pelt!



- Our April 26th Volunteer Day saw 11 members of the community cleaning up the library and preparing supplies for Summer Reading and Spice Club. Participants were a mix of families, individuals, and community organizations, all of whose service was greatly appreciated!
- *National Library Week Proclamation* (April 6 - 12) at 4/2 City Council Meeting →
- Library Funding Presentation at 4/16 City Council Meeting by Marisa Ely, Library Director (in response to Council Goal above)
- Upcoming events:
 - May 1st: Library Open House and online survey about library services opens (closes May 31st)
 - Summer Reading Program starts June 2nd
 - *Mini Grants for Rural Libraries* events coming this Summer!

