



CANBY PUBLIC LIBRARY

ADVISORY BOARD MEETING MINUTES

May 19, 2026

Present: Aimee Noss (Chair), Lois Brooks, Jen Kraxberger, Kristi Smith, Paul Waterman (Council Liaison), Linnea Stormo (Teen Liaison), Amber Quinn (Library Manager), and Marisa Ely (Library Director).

Absent: Tiffany Mach, Zoe Myers.

The meeting was called to order at 6:01 p.m. by Aimee Noss, Chair.

April 2026 meeting minutes were approved as written. Motion made by Lois, Second by Jen. All in favor. Opposed: None.

Public Comments. None.

Information Reports

Council Liaison Report.

Thursday night (May 21, 2026) is the second budget meeting at 6:00 PM, and the library will be presenting third. The discussion for all departments so far has been on wish lists rather than budget cuts, which is very different from last year.

Chair Report. None.

Board Member Reports. None.

Library District Advisory Committee (LDAC) Report.

The committee decided to remove this from the agenda and to only add it if there is an update.

Library Director Bi-monthly Report.

See March/April 2026 Bimonthly Report (attached).

Teen Liaison Report.

Voting for the school district levy is today, May 19. If the levy does not pass, the district has indicated there could be cuts to programs such as yearbook and theater classes, reductions to other programs, and the elimination of middle school athletics.

Friends of the Library Report.

A new contactless payment system will be installed in the bookstore soon. Patrons will be able to scan their items and pay (with cash or card), without library staff getting involved.

Discussion Items

Library Budget Overview & Budget Meeting #1 Recap.

Several LAB members watched the first budget committee meeting that walked through most of the departments under the General Fund umbrella. The library will be the third department to present at the second budget committee meeting this Thursday, May 21st at 6:00 PM.

We discussed the library wish list, which includes a Bilingual Librarian, additional hours for current part-time staff (this has been included in this year's budget for approval), and additional open hours for the library, which relies on the additional staffing above.

Because the requested thirty-three additional hours for current part-time staff has been included in this year's budget packet, there is a higher chance of approval. This request is the cheapest, easiest, and quickest impact option that will sustain current operations and prevent further strain caused by staffing reductions since 2019. Increasing part-time staff hours would help maintain open hours, improve service consistency, reduce wait times, strengthen outreach efforts (especially for older adults), expand technology support, and improve staff sustainability and retention. Importantly, additional staffing hours would move the library closer to meeting Oregon Library Association / Public Library Division *essential* service standards (best practices in public library service), of which the library currently meets 87.5%. While the IGA states that district revenue is intended to help libraries meet these standards, current district funding does not fully cover the actual cost of achieving them. As a result, the city must help fund the remaining 12.5% gap in *essential* service-level standards. Without additional staffing hours, the library will need to reduce open hours by at least four hours per week, dropping below OLA/PLD standards. Reduced hours also limit access for vulnerable populations who rely on the library for essential "bridge" services, including technology, information, and community support.

We discussed library fines, as it is a topic that comes up in the budget meetings every year. Fines are set at the LINCC level to remain consistent across member libraries. Raising fines now, which is what has been asked of the library, would reflect poorly on the library and city, discourage library use, and go against the trend of many libraries eliminating overdue fines altogether. LINCC will also be experimenting with autorenewals next fiscal year. This will likely reduce overdue items and further decrease fine revenue, which has historically been a very small portion of overall library fines & fees revenue (\$3,470 projected this FY 25-26, which is 0.14% of the total budget). In the end, increasing fines or adding other fees does not generate a lot of money or have a meaningful financial impact . . . it reduces use of the library.

Finally, we discussed what to amplify during the budget meeting, since each department has been given the opportunity to amplify something they are doing or want the community to know about. The original plan was to highlight the grant-funded Career Center and the grant-funded accessibility computer station (coming soon). Instead, Kristi reminded us all of this: If you go on *Canby Now*, community members post questions to other community members all the time. And nine times out of ten, the answer is: “Go to the library.” That says so much about the role the library plays in our community. We are a trusted community-level resource people turn to for information, technology, connection, and support every single day.

Action Items

- LAB members will complete the annual online survey on library services and promote it to the community.
- LAB members will try to attend the Library Open House + Summer Reading Kickoff + Touch-A-Truck event on June 4 from 5:00 – 7:00 PM (*First Thursday*). Lois and Jen will be at the LAB table inside the library.
- LAB members will brainstorm future discussion topics to add to the LAB Annual Work Calendar, and this will be a main topic for the June meeting. The calendar will then be finalized at the July meeting.
- Future meeting discussion and tasks:
 - LAB Duties and Powers (all boards/committees will be reviewing these soon)
 - Review *Handbook for Public Library Board Members* (will review at July meeting)

Announcements

There being no other concerns, reports or questions, the meeting adjourned at 7:00 p.m. The next meeting is scheduled for Tuesday, June 16, 2026, at 6:00 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 16, 2026.










City of Canby Bi-Monthly Report
Department: Library
For Months of: March & April 2026

To: The Honorable Mayor Hodson & City Council
 From: Marisa Ely, Library Director
 Prepared by: Same as above
 Through: Randy Ealy, Interim City Administrator
 Date: 5/5/2026

2025 Council Goals & Objectives:

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

Statistics

		<h2>CANBY PUBLIC LIBRARY</h2> <h3>MAR/APR '26 SNAPSHOT</h3>	
Items added to the collection - 1,154		Room reservations	270
Holds filled	8,784	 New cards	217
Checkouts 	Digital: 10,167 Physical: 45,094	General, Self-Directed & Outreach:	21 events - 1,280 participants
Items checked in	42,222	 Adult events - 19	Participants - 259
Reference interactions - 3,635		Children's events - 23	Participants - 690
Visitors	17,760	 Teen events - 8	Participants - 46

Department Activities:

- Grant-funded *Career Center* stats:

Computer sessions:	Pages printed:	Supplies used:	Users who found success:
29	733	15	14

- We had a Lego Robotics Workshop, provided by Wilsonville High School's Robotics Team, *Error Code Xero 1425*, on April 18th!



Children's Local Author Event with Carrie Wales Tidstrom

- Our Children's Librarian, Phillip Yocham, co-presented [about](#) Minecraft Club at a recent conference in late April with other LINCC staff.



Outreach at Bridging Cultures Food Bank



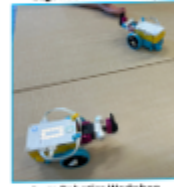
Lego Robotics Workshop

- Library staff interacted with 53 people at an outreach event for the Bridging Cultures Food Bank.

- Canby Reads: Thanks to the *Friends of the Library*, we gave away 150 tiny art kits and 120 copies of the chosen book, *The Music of Bees*, asked for the community's help in naming a fuzzy honeybee for the scavenger hunt, had a Tiny Art show, hosted trivia night at B's Bake Shoppe, a Bee Garden Watercolor Workshop, and a Honey Tasting provided by Flying Bee Ranch from Salem.



New Grant-Funded Display Case



Lego Robotics Workshop

- We have a new display case to showcase art and collections at the front of the library, made possible through a grant from Clackamas County Cultural Coalition, secured by the *Friends of the Canby Public Library* in partnership with the [Library](#).



Canby Reads: Tiny Art

- Upcoming events:

- *Career Center*: 1-on-1 coaching, **May 7th and 26th at 11am**

- *Teens*:

- Escape Room, **May 9th at 2pm**
- Grad Crafts, **May 23rd at 2pm**

- *Canby Reads Community Discussion & In-Person Author Visit* with Eileen Garvin on **May 7th at 5pm!** →



Canby Reads: Honey Tasting

- *Botanical Dye Workshop* on May 16th at 1pm

- *Preserving Berries* on May 28th at 1pm

- *Library Open House + Summer Reading Kickoff + Touch-A-Truck Event* on **First Thursday, June 4, 2026 from 5-7pm**



Canby Reads: Trivia Night