



CANBY PUBLIC LIBRARY

ADVISORY BOARD MEETING MINUTES

June 16, 2026

Present: Aimee Noss (Chair), Lois Brooks, Jen Kraxberger, Tiffany Mach, Linnea Stormo (Teen Liaison), and Marisa Ely (Library Director).

Absent: Zoe Myers, Kristi Smith, Paul Waterman (Council Liaison).

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

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

Public Comments. None.

Information Reports

Council Liaison Report. None.

Chair Report. None.

Board Member Reports. None.

Library District Advisory Committee (LDAC) Report.

The next meeting has been scheduled for June 29, 2026 from 7-8pm at DSB 119/120 (150 S Beavercreek Rd, Oregon City, OR 97045). A Zoom link will be provided for those who cannot attend in person. Discussion topics include Annual Progress Reports review, updates from the Task Force, and a bylaws refresh.

Library Director Bi-monthly Report.

Our recent Open House welcomed more than 300 attendees, with 48 participants completing Bingo sheets during the event. Related, the Annual Online Survey was open from May 1 through June 8 and received 123 responses.

In addition, purchases funded through the Career Center Grant have been completed, and all Accessibility Grant purchases are now in place. Community members are encouraged to explore the library's new accessibility computer station, which features a variety of assistive tools.

Our new programming and meeting room reservation system, LibCal, is now live.

Our Summer Teen Intern, Finley, started on June 16th. She will be helping out our Children's Librarian with the annual Summer Reading Program, which runs from June 1 – August 31 for all ages!

Autorenewals for all LINCC libraries will likely start in September.

Teen Liaison Report.

School is out. The levy did not pass in May. Details regarding the upcoming cuts remain unclear.

Friends of the Library Report. None.

Discussion Items

2026 Annual Online Survey Report.

Each year, Canby Public Library conducts a community survey to better understand which services, resources, and priorities are most important to residents. The 2026 Online Survey received 123 responses between May 1 and June 8, 2026, including 118 responses in English and 5 responses in Spanish.

Overall, survey responses demonstrate strong community support for the library and its role as an essential public service. Respondents consistently described the library as a safe, welcoming, educational, and community-centered space.

Several clear priorities emerged throughout the survey, including:

- Expanded library hours, especially Sundays
- Additional programming for children, teens, and adults
- Increased staffing and community outreach
- Continued investment in accessibility and inclusive services
- Expanded collections, digital resources, and technology support

Spanish-language participation, requests for bilingual services, and accessibility-related comments further highlighted the importance of equitable and inclusive library services.

Tiffany asked how extensively the library survey had been promoted. Staff shared that the survey was distributed through multiple channels, including social media, the library website, email outreach to support organizations, community groups, and local businesses, as well as at the Library Open House, outreach events, within the library, and through word-of-mouth efforts.

LAB members discussed the potential development of a separate, shorter survey targeted toward library non-users. The goal would be to better understand barriers to library use, such

as hours of operation, transportation challenges, or limited awareness of current library services and resources.

Potential survey questions discussed included:

- Have you used the library?
- Do you currently use the library?
- Why or why not?

Members suggested keeping the survey open year-round to continuously gather feedback on how the library can better engage non-users. Ideas for promotion included creating business cards with a QR code that could be distributed by LAB members, Friends of the Library (FOL), library partners, volunteers, and staff at community events and locations such as the Saturday Market, Big Night Out, local restaurants, Canby Beer Library, Cutsforth's, the Swim Center, the Adult Center, community meetings etc. Pushing the survey via human interaction seems to be the best way to get valuable feedback from community members.

Additional outreach opportunities discussed included featuring the QR code in the Canby Advantage magazine and including survey information and other library resources in welcome packets for new homeowners, residents, and businesses moving to the area.

We will discuss this further at the September meeting.

LAB Annual Work Plan Calendar.

LAB members discussed identifying board priorities as a group during the July meeting. Members also expressed interest in creating subcommittees based on individual interests and expertise, with potential focus areas including budget, strategic planning, policy, outreach, surveys, and promotion.

The August meeting will include two discussion topics: (1) community needs, feedback, issues, and equity considerations; and (2) a 20-minute presentation by library staff on collection development and weeding practices. Marisa will coordinate with the Collection Development Librarian, regarding the presentation.

Several LAB members suggested inviting Friends of the Library and Foundation members to attend the collection development presentation to increase understanding of library processes related to materials selection, purchasing, and weeding.

Members also discussed the opportunity to share information about collection development and other library operations through a social media series to help educate patrons about library processes. A working title of "Behind the Bookshelves" was suggested. Members noted that many patrons may not be aware that library science is a specialized degree program and that library staff apply professional expertise in collection management and other areas of service.

The September meeting will focus on developing and finalizing a brief survey for library non-users. The proposed survey would consist of two to three questions designed to better understand barriers to library use.

Members also discussed the possibility of combining the November and December meetings and taking one month off during the holiday season.

Action Items

- (July) Finalize LAB Annual Work Plan Calendar and priorities for FY 26-27.
- (July) Officer elections, review bylaws/ethics, set goals.

Announcements

There being no other concerns, reports or questions, the meeting adjourned at 7:04 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 JULY 21, 2026.