



CANBY PUBLIC LIBRARY

ADVISORY BOARD JOINT MEETING MINUTES

February 2, 2026

Present: Aimee Noss (Chair), Lois Brooks, Jen Kraxberger, Linda Warwick, Zoe Myers, Kristi Smith, Linnea Stormo, Paul Waterman (Council Liaison), Marisa Ely (Library Director); Amber Quinn (Library Manager); Jon Dragt (*Library Foundation*); Megan Waterman, Crystal Ayres, Richard Bargielski, Garner Boreham, Annabel Nordal, Jennifer Thomas, Jill Tucker, Kathy Mulligan (*Friends of the Library*); Judy Neighbours, Luana Hill (*Canby Kiwanis*), Amy Johnston (*Todos Juntos*).

Absent: Tiffany Mach (LAB), Crystal Ayres (FOL), Theresa Enderle (Foundation).

The meeting was called to order at 6:00 p.m. by Marisa Ely, Library Director.

Public Comments. None.

Discussion Items

- *Library Advisory Board*
 - **Introductions:** Aimee Noss (Chair), Lois Brooks, Jen Kraxberger, Linda Warwick, Zoe Myers, Kristi Smith, Linnea Stormo, Paul Waterman (Council Liaison).
 - **What We Do:**
 - Works to get input to the City & library on what residents want and need
 - Advocates and gathers support for the library
 - Approves library policies
 - Helps with long-range planning
 - *(Official) LAB Duties and powers:*
 - *Keeping informed about current trends in the library services and administration;*
 - *Studying library growth and needs in the city and its vicinity:*
 - *Developing long-range plans for library service and facilities, consistent with city priorities and with state, regional and national goals pertinent to libraries;*
 - *Recommending types of library service for the city and its vicinity;*
 - *Investigating sources of funding for library service and facilities;*
 - *Participating in the annual budgetary process of the city as that process pertains to the library;*
 - *Recommending policies for the acceptance and use of gifts for library purposes;*

- *Recommending policies and procedures conducive to efficient and effective operation of the library;*
 - *Reviewing and recommending terms for contracts and working relationships with other public agencies regarding library service;*
 - *Encouraging widespread public support and use of the library;*
 - *Submitting an annual report to the city council and the state library; and*
 - *Performing other duties as authorized by the city council.*
 - **Current Issues:**
 - Library Budget
 - Allocated cost increases & budget stability
 - Advocacy during budget committee process (attending meetings, sending emails or letters to Councilors)
 - Unequitable Library District funding
 - Not meeting some of the OLA/PLD *Essential* Standards for libraries
 - Community issues, needs, and equity considerations
 - Reviewing LAB *Duties & Powers*
 - **Future Goals:**
 - Helping communicate the library's value to the community
 - Reviewing budget information and assumptions
 - Identifying advocacy or outreach opportunities (especially during budget season)
 - Meeting all *Essential* Oregon Library Association (OLA)/Public Library Division (PLD) Standards
- Library Foundation
 - **Introductions:** Theresa Enderle and Jon Dragt.
 - **What They Do:**
 - A 501(c)(3) partner of the Canby Public Library
 - Emphasis on building an endowment, guaranteeing long-term financial support of our library
 - Supports the library through fundraising, advocacy, and community support
 - Provides funds for specific or large-scale projects (generally not day-to-day operational things, although this depends on the library's needs)
 - Has sponsored library STEAM programs, such as aviation camps for middle school patrons, coding programs, as well as other educational programs for children, teens and adults.
 - Has donated computers, a digital signboard, account services desk, and enhancements for the Maker Lab.
 - **Current Issues:**
 - In need of additional board members

- Commitment is minimal, but can also be what you make it!
 - Helping the community understand what the Foundation is and how it supports the library
 - Long range planning and funding
 - **Future Goals:**
 - The Foundation’s goal is to create a \$2 million-dollar endowment fund that will financially support our library—in perpetuity—in supplying the various library programs, equipment and resources our community wants and needs
 - Estate gifts help build a robust endowment, providing long-term financial support that guarantees our library can thrive for generations to come. By including CPLF in your estate plan, you contribute to the library’s ongoing ability to enhance its facilities, collections, and programs.
 - Creating a donor board, with levels, for new donations
 - Helping folks link their *Fred Meyer Rewards Card* to our organization to help us raise funds effortlessly
- *Friends of the Library*
 - **Introductions:** Megan Waterman, Crystal Ayres, Richard Bargielski, Garner Boreham, Annabel Nordal, Jennifer Thomas, Jill Tucker, Kathy Mulligan.
 - **What They Do:** The **Friends** generate income through bookstore sales, *Canby Beer Library* book sales, Friendships, and event sales (ie. Swan Island Dahlia Festival). About 95% of library programming and all cultural passes are funded by the *Friends*. Their fiscal year is the same as the city’s.
 - Provide financial support for library programming
 - July 1, 2024 - June 30, 2025: \$28,440.32
 - July 1, 2025 - June 30, 2026: \$30,000 pledged
 - How do we raise money? (Figures from 24-25 fiscal)
 - Book Sales: \$16,859.56
 - Donations: \$6,377.70
 - Friendships: \$3,923.67
 - Fundraisers: \$1,999.22
 - Grants: \$1,000
 - **Current Updates:**
 - Annual membership meeting February 12, 5:00pm-5:45pm
 - New approaches to fundraising
 - New Friendship structure and recruitment strategy
 - Grants won from Clackamas Cultural Coalition
 - Successful yard and garden tour in June 2025

- Transition to seeking more Friendships, donations, and grants instead of fundraisers for now
 - Book Garden transitions
 - Book Garden committee
 - Pricing updates
 - Upcoming Willamette Room book sales
 - Feb 19, 10am-6pm
 - Mar 28, 10am-5pm
 - **Future Goals:**
 - Successfully transition to new governance for Board and Book Garden
 - Grow the number of Friendships
 - Aim to sustain or grow our next fiscal year pledge
- Canby Kiwanis
 - **Introductions:** Luana Hill, Judy Neighbours.
 - **What They Do:** They provide extra funding to support children's services in the library. For example, they support the *Dolly Parton Imagination Library* program and their recent donations helped us create the library's Maker Lab. They wish to continue supporting the Maker Lab by providing volunteer assistance for Maker Lab programs. Their fiscal year is October 1 – September 30.
 - **Future Goals:**
 - Continuing to support the Maker Lab with volunteer assistance and finding facilitators
 - *Read Across America* event with activities on Saturday, 2/28 at the library
 - Partner with any groups that help children
- **BONUS: *Todos Juntos***
 - **Introduction:** Amy Johnson (Executive Director)
 - **What They Do:** “*Todos Juntos*’ mission is “Creating connections that empower, educate, and inspire children, youth, and families.” Our vision is empowering youth and their families to be successful at school, at home, and in their communities. *Todos Juntos* believes in the importance of serving communities with respect and inclusivity. We believe we can better our communities by approaching trauma through a healing approach instead of a trauma approach. Since 2000, *Todos Juntos* has served as a leading non-profit in Clackamas County with capacity and expertise to improve outcomes for rural communities. We built after-school programs that provide leadership and pro-social opportunities to historically underserved populations, and expanded to community-based, comprehensive, integrated systems of programs in four communities in

Clackamas County. *Todos Juntos* is proud to make a positive impact in many families lives.”

- With recent cuts to the school district, Ruby came on and now she works on Maker Lab STEAM programs in the library
 - **Future Goals:**
 - Work on potential grant with the library
 - Get the word about their family resource navigators for social services
 - Continue building opportunities for students and parents, playgroups and storytimes at the library
- **How Our Support Boards Can Work Together to Support the Library & Future Meeting Dates**
 - Publicity & marketing
 - Population shift happening in Canby - less children, more adults of various ages
 - *Canby Now* is not the best option to get information out anymore
 - Social media platforms are struggling too
 - *Canby Advantage* calendar of activities is a good place to post
 - Promotion is not as powerful as it was
 - Research has shown that folks need to see a post or piece of information 5-15 times, sometimes in different formats, in order to remember it and act on it (mailer, social media, flyers etc.)
 - Each group should work to like/comment/share/interact with each other's posts as engagement is key
 - Posts should encourage engagement from patrons/community members by asking questions or asking for feedback
 - A personal touch is important
 - Asking patrons for stories or successes because of the library and sharing those out is a great way to get folks engaged
 - Don't assume folks know what is going on in the library or with your organization
 - Have things like brochures to hand out ("Supporting the Canby Public Library" brochure available and copies can be made for you upon request—just ask Marisa)
 - Marisa received permission to share a really useful webinar titled, *Creating Messages That Build Support For Any Library*. The webinar was created by Patrick Sweeney, the Political Director for *EveryLibrary*. The one-hour webinar can be viewed here <https://vimeo.com/413211183/8d33119f55>
 - Other ideas:

- FOL – perhaps FOL can add an option (with their upcoming contactless payment) to become a *Friend* while patrons pay for a book from the book store
- Perhaps we could ask local businesses to round up purchases for the library/Friends/Foundation for a month
- FOL – Put more mini bookstores in other local businesses or pop-up bookstores
- Not a lot of entertainment in this town despite there being community events – try to get a table or booth at as many events as possible to get eyes on your organization
- The library should think about using volunteers for outreach if possible
- Budget Season Messaging:
 - Community members may be afraid to communicate with City Councilors about the library's needs
 - Marisa will create clear talking points about what the library's needs are (“I wish you would talk to your Councilors about these 3 things going on in the library...”); Those talking points can be shared with City Council contact information so people know what they need to communicate about and to who; Guidelines are needed!
 - The community doesn't know what the library needs or where it is falling short - What could we be doing? What do we need? (ie. Bilingual staff member, Library Pages, outreach librarian)
 - Think about publicizing a wish list - tie to minimum OLA/PLD standards/requirements; requirements/standards
 - The community can hold us to the standards!
 - How can we help people understand how critical the library is?

Action Items

- Watch the *Creating Messages That Build Support For Any Library* webinar from EveryLibrary's Patrick Sweeney (link in notes).
- If group members want copies of the "Supporting the Canby Public Library" brochure to hand out, please let Marisa know.
- Marisa will prepare clear talking points describing the library's needs. Group members will distribute these messages, provide City Council contact information, and invite community members to advocate for the services and resources they value, in addition to the services and resources they feel are lacking.

Announcements

- The library's next *All-Ages Volunteer Day* will be on Saturday, February 28, 2026 - 8:00am to 10:00am. For more information or to sign up, go to the library website (<https://www.canbyoregon.gov/library/page/all-ages-volunteer-day>)

There being no other concerns, reports or questions, the meeting adjourned at 7:30 p.m.

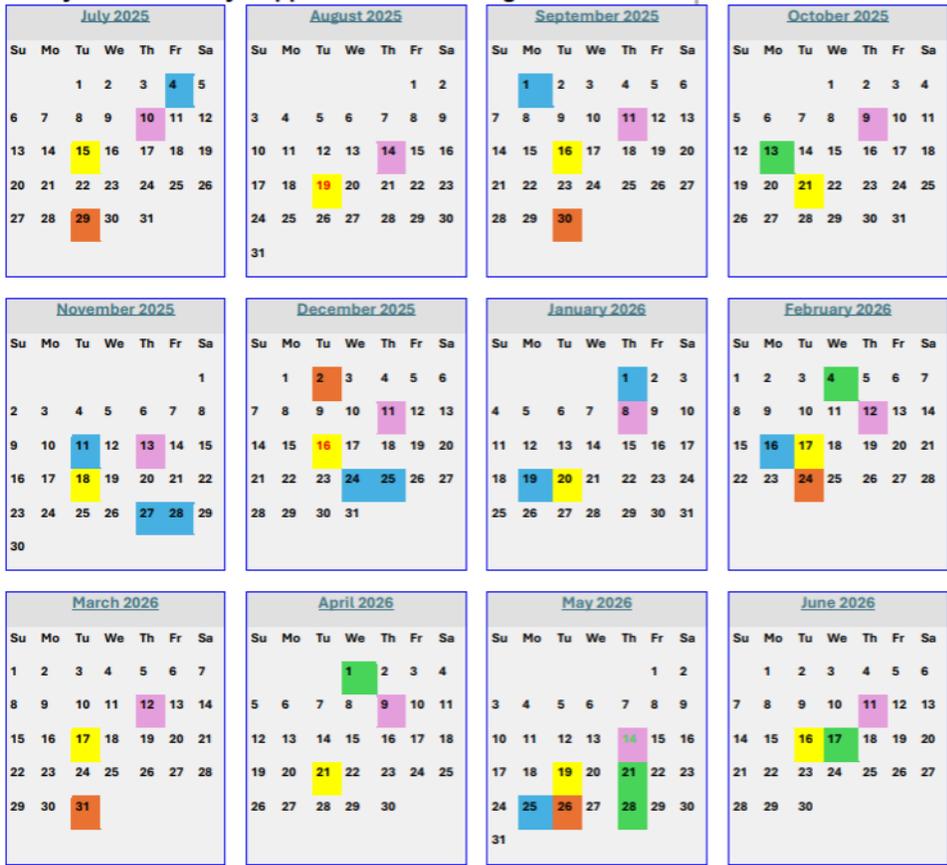
Respectfully submitted,

Marisa Ely

Library Director

MINUTES REVIEWED AND APPROVED BY THE LIBRARY DIRECTOR AND LIBRARY BOARD ON MARCH 17, 2026.

Canby Public Library Support Boards Meetings Calendar | FY 2025 to 2026



LAB Meetings: 3rd Tuesday of the month from 6:00-7:00pm (new time)

FOL Meetings: 2nd Thursday of the month at 5pm

Foundation Meetings: Every other month, last Tuesday of the month from 4:30-5:30pm

- Special Event / Meeting**
- 10/13 Staff Development Day
 - 2/4 Mid-Year Budget Review
 - 4/1 National Library Week Proclamation
 - 5/14 Budget Committee Meeting #1
 - 5/21 Budget Committee Meeting #2
 - 5/28 Budget Committee Meeting #3
 - 6/17 City Council Budget Approval

Holidays / Closures



Canby
Public
Library

Support Boards

Library Advisory Board

- Works to get input to the City & library on what residents want and need
- Advocates and gathers support for the library
- Approves library policies
- Help with long-range planning
- Meetings are the 3rd Tuesday of every month from 6:00 PM - 7:00 PM in Council Chambers (*Zoom available*)
- More info here: <https://www.canbyoregon.gov/bc-library>

Library Foundation

- A 501(c)(3) partner of the Canby Public Library
- Supports the library through fundraising, advocacy, and community support
- Provides funds for specific or large-scale projects (not day-to-day operations)
- Meetings are every other month, the last Tuesday of the month, from 4:30-5:30 PM (*subject to change*)

Friends of the Library

- A 501(c)(3) partner of the Canby Public Library
- Generates income through bookstore sales, memberships, and event sales (ie. *Swan Island Dahlia Festival, Canby Beer Library*)
- Funds library programming and cultural passes
- Meetings are 2nd Wednesday of each month at 5 PM

BONUS! Kiwanis Club of Canby

Provide extra funding and volunteer assistance to support children's services in the library (ie. Dolly Parton Imagination Library program, Maker Lab)