

City of Rainier Library Board Meeting

Minutes

2025-03-11 — 12:00 noon

COUNCIL CHAMBERS, RAINIER CITY HALL

106 W B ST., FL 2

RAINIER, OR 97048

To provide diverse learning opportunities to the Rainier community.

Board Members present:

- Marcia Roberts, *Board Chair*
- Tonya Higgins
- Erika Ladage
- R. Allen Snider, *Board Secretary / Library Director*

Board Members absent:

- [none]

City Representatives present:

- W. Scott Jorgensen, *City Administrator*
- Connie Budge, *City Councilor / Library Liaison* [arrived ~12:15]

City Representatives absent:

- [none]

Community members present:

- Amanda Abbott
- Jessica Howard
- Lyle Roberts

Visitor Comments

[none]

Records and Business

Tonya Higgins moved to approve the March agenda and the February minutes, with comments to register her desire to see minutes ahead of meetings generally, and with a reminder about the as-yet-uncompiled minutes for May 2024. Marcia Roberts also noted the requirements for open public meetings. Erika Ladage then seconded the motion with these additions, and it passed unanimously.

Tonya Higgins moves to ask for additions to the agenda, on four overall topics: 1.) newsletter, 2.) fliers, 3.) Saturday security, and 4.) April events. Erika Ladage seconded the motion, and it passed unanimously.

4. a. New Board Member application(s)

The Board took up three of the new member applications submitted for consideration, those on behalf of: 1.) Vanessa Devin, 2.) Amanda Abbott, and 3.) Jessica Howard. Erika Ladage moved to approve all three applications simultaneously. Tonya Higgins seconded, and the motion passed unanimously.

b. Rainier-Clatskanie Head Start “Dinner & Discovery Fair” event follow-up

Marcia Roberts gave an overview of the Discovery Fair event held on Feb. 27th, where she represented the Library to families in the community and distributed information about our offerings and the Dolly Parton Imagination Library program.

c. Summer Reading 2025 updates

Allen Snider briefly outlined the progress so far in planning the Library’s Summer Reading programs this year, with sign-ups this year starting in early June and event planned through July.

d. Goal Setting, continued

To start this discussion on goal setting, Marcia Roberts connected the forward-looking conversation by first looking back at the Library’s successes and earlier goals reached, including community information distribution through a bundle of Community Action Team resource booklets, which she had just received at the Discovery Fair. Continuing to build our community information resources, there was general discussion and agreement on four main focus areas, for presentation at the City-wide goal session on March 17th: 1.) Visual presence, 2.) Community room, 3.) Cultural events & activities, 4.) Communications & media.

e. Budget review & proposal ideas

Ahead of the City budget committee's upcoming session on May 12th, there was a general discussion to frame our thoughts for the next biennium, with Marcia Roberts noting utility cost increases, Scott Jorgensen on the meaningful distinction between *finance* and *budget* as such, and Connie Budge clarified the Library Board's specific budgetary focus as the Library Trust funds.

f. Saturday security discussion [added]

Connie Budge, Tonya Higgins, and Allen Snider discussed some general questions, concerns, and observations about the security and safety of staff and the building, particularly on Saturdays when the main City Office is closed. Connie agreed that we should continue this conversation as part of the overall lead-in to a Community Room redesign, and as part of the ongoing evaluation of information-needs for future volunteers.

g. Events & programming

In particular, there was general discussion on ideas for National Poetry Month celebrations in April, with a community-engaged "favorite poetry" contest / program / display initially planned. Additional mention was made of this year's Rainier Revisited living history event, on April 19th.

h. Promotional Fliers [added]

Tonya Higgins and Erika Ladage discussed the half-sheet promotional handouts Tonya designed recently, with plans to distribute them around our area, such as at grocery stores and the Post Office.

i. Community Room progress updates / design ideas

General excitement for the project was noted; Marcia Roberts and Connie Budge discussed the new layout of the space in particular, and Connie will provide highlights from earlier renderings as we eagerly move the project forward over the next several months.

j. Donations / Collections / Cataloging process updates

Allen Snider briefly noted his progress on processing recent donations.

The present quorum then generally dispersed, with the meeting then adjourned by Marcia Roberts at 1:40 pm.

The next meeting was scheduled for Tuesday, 2025-04-08 at 12:00 noon in City Hall.

The meeting adjourned at 1:40 pm.

Signed:

Marcia Roberts, *Chair*

R. Allen Snider, *Secretary / Library Director*

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Public Records Note: All applicable portions of Rainier City Library Board meetings generally will be made available in full as publicly-shared digital audio recordings shortly after each meeting concludes.

Please contact the [Library Director](library@mirroredlamp.com) for links and more information.