

MT. ANGEL PUBLIC LIBRARY ADVISORY BOARD MINUTES

Community Room

Wednesday, Jan. 21, 2026

6:30pm

6:30pm REGULAR MEETING

Roll Call: Library Director Dillon Peck, Chair Jennifer Aker, Board members Jaqueline Marquez, Heather Sowa, Joanne Pfau, and Breanna Conklin.

Also in attendance: Friends of Mt. Angel Public Library Board members President Amy Uselman, Bonnie-Jean Brown, and Marjorie Knaus.

1. Call to Order & Introductions

- a. Meeting called to order by Chair Aker at 6:30pm. Board members, Library Director, and visiting members of the Friends of Mt. Angel Public Library Board present.

2. Changes or additions to the agenda

- a. None presented.

3. Approval of Minutes

- a. Moved, seconded, and approved unanimously as presented.

4. Chair Report

- a. No report.

5. Library Director's Report

a. Staffing

- i. Dillon reported that Tristin Hess, Outreach and Programming Coordinator, has completed her 6-month probationary period and has moved to regular employment. Dillon shared that Jackie's practice of monthly check ins with staff will continue in a similar format. He is thoroughly pleased with the culture and work of the staff at the library so far and is grateful for a well-meshed and competent team.

b. Statistics

- i. Dillon shared a general statistical report in the same format that Jackie had done, including patron counts, circulation numbers, programming attendance, website usage, and more. General trends are positive and indicate thoughtful leadership on Jackie's part.
- ii. Dillon shared a collection analysis spreadsheet designed to indicate which parts of the collection are circulating well in proportion to their size and which collections are not. This report is intended to inform changes to the collection in the future and give a

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general picture of the collection's performance. Board members Pfau and Conklin had clarifying questions about the concepts presented and individual lines, which Dillon was able to answer.

c. Updates on projects, programs, outreach, and training

- i.** Dillon reported that many projects are in the hopper for the library, though first on the list is a de-cluttering, rightsizing, and reorganization of storage areas including behind the circulation work desk, the staff-only mechanical room storage, the community meeting room, and the Public Works storage unit. When that is completed, Dillon has a long list of collection projects, shifting projects, and more coming soon.
- ii.** Programming is already quite successful in Mt. Angel thanks to Jackie's innovations and energy, and Dillon is keeping all of the ongoing programming going. In a few months, he is planning to start adding some in, including a chess club, a tabletop gaming club, a sheep-to-shawl fibre arts series, and a 3d printing/robotics series. Summer Reading Program 2026 planning is underway.
- iii.** Outreach has been going well, with Tristin's monthly daycare/preschool storytimes and Cecile's homebound delivery programs shining particularly bright. Seven Elementary school classrooms are coming to the library to see the MNCH Dino-Story exhibit in the next few weeks.
- iv.** Training is mostly on hold while Dillon onboards and settles in.

d. Status of grants

- i.** The State Library "Ready-to-Read" grant funding (for Summer Reading 2026) has been received and deposited (\$1000)
- ii.** Tristin and Dillon have submitted an application for the Oregon State University "Culture Connects" grant (\$3000), which would fund a poetry writing program series that would result in a library-bound hardback book filled with original poems written by Mt. Angel patrons. Grantees will be notified in the coming months.

6. Committee Reports

- a. No reports.

7. Old Business

- a. **Website Policies, Emergency Plan, Ethics, Interpersonal Protocols-Policy Revision Schedule**

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- i. The Board discussed the plan they had previously made to address policies 3-4 at a time, every four years. Dillon reported that he was impressed that our policies were so comprehensive and had been evaluated so recently. It was commented that the library's Emergency Plan is subordinate to the City's wider Emergency Plan.
 - ii. The Board did not feel prepared to address these four policies in a granular way at this meeting. To ensure they have the information they need to do so at the next meeting, Dillon will provide the group with copies of the current policies along with any of his suggested changes or additions before the next LAB meeting. This agenda item tabled until next meeting.
- b. **Library Board Training? "Short Takes for Trustees" and/or Hand for Library Board Members (2024)**
- i. The Board described the history of Library Board training program under Jackie, which was extensive and intensive. Dillon agreed to send the shorter video clips from the "Short Takes for Trustees" training series to the Board in advance of meetings in the future to prepare the Board for their discussion. Dillon will locate all of the training materials and share them with the Board digitally.

8. New Business

- a. **Review LAB By-laws, Ethics (signed), Protocol Policies**
- i. LAB By-laws were discussed and one small typo was found. Motion to approve the By-Laws with typo fixed was made by Board member Pfau and seconded by Board member Sowa. Motion passed unanimously.
 - ii. The LAB Ethics agreement was discussed. Dillon will find the current signed agreements and evaluate which Board members' signed Ethics agreements are missing, then bring them to the next LAB meeting.
 - iii. The LAB Meeting Protocol Policy was not discussed. Tabled for next meeting.
- b. **Library Budget proposal**
- i. Dillon presented a draft of his 2026-2027 budget proposal to the City Manager and Council. He explained line-by-line whether, why, and how much each line would change. The total budget outside of staffing is remaining flat in this proposal, but individual lines are going up and down based on various factors. Board member Pfau asked some

clarifying questions about the change to local WiFi hotspot funding, and Dillon explained that he was considering terminating our local-only hotspot program in favor of relying on the CCRLS shared hotspot collection for Mt. Angel's needs. Dillon noted that library staff are hoping to pay for the Teen Intern budget line with grant funding, but left a placeholder in case grant funding can not be secured.

9. Public Presentations

- a. None.

10. Parking Lot

a. Review progress of: State Library Standards

- i. Chair Aker suggested that this item remain in the “parking lot” of LAB’s agenda until some of the higher-priority work is completed. Item tabled until next meeting.

11. Adjournment

- a. Motion to adjourn was made, seconded, and passed unanimously at 7:54pm.

Next Meeting Date: Wednesday, Feb. 25, 2026