



**CITY OF OREGON CITY
LIBRARY BOARD
REGULAR MEETING MINUTES**

**Conference Room (2nd Floor), Oregon City Public Library, 606 John Adams St,
Oregon City**

Meeting

Friday, February 26, 2025 at 5:00 PM

Remote attendance for this meeting is available via Zoom; please contact Denise Butcher (dbutcher@orccity.org) for the meeting link.

CALL TO ORDER

David Goldberg called the meeting to order at 5:00 pm.

ROLL CALL

Members Present: Cynthia Andrews, Heidi Blackwell, Bill Carton, and David Goldberg were present in person. Nick Dierckman and Larry Osborne were present via Zoom.

Staff Present: Greg Williams, Library Director, was present in person.

APPROVAL OF THE MINUTES

1. Library Board Budget Subcommittee meeting minutes

Nick Dierckman moved to accept the January 31, 2025 Library Board Budget Subcommittee Minutes as submitted. Bill Carton seconded the motion. Cynthia Andrews, Heidi Blackwell, Bill Carton, Nick Dierckman, David Goldberg, and Larry Osborne voted aye. The motion carried.

LIBRARY DIRECTOR'S REPORT

2. January 2025 Director's Report and Library Statistics

Greg Williams shared that County was close to announcing Task Force members, Task Force meetings would be public, and proposals for self-checks had been reviewed. The modified library hours were announced; public reaction was positive.

PUBLIC COMMENTS

None.

DISCUSSION ITEMS

3. Climate Friendly and Equitable Communities (CFEC) Presentation

Brian Davis, Maker of Plans and Places from Studio Davis, and Pete Walter, Oregon City Planning Manager, presented on changes to parking requirements needed to meet Oregon's CFEC standards. Oregon City Commission decided to eliminate parking minimums in the frequent transit line area, reduce parking minimums elsewhere in the city, reduce parking maximums city-wide, and implement landscaping, solar power generation, or fee in lieu options for new parking lots by June 30th.

Questions and discussions about retroactivity, objective, and grants followed.

4. Books on Wheels Overview

Helen Juarez, Circulation Coordinator, presented on the new Books on Wheels program, a program to transport library materials via Pioneer Center's Meals on Wheels drivers to and from patrons unable to visit the library. Two patrons had received services and twenty-one had expressed interest. Helen answered questions about staff capacity and program growth.

5. Budget Subcommittee Update

Greg Williams shared an updated financial forecast he had prepared. Greg indicated that, based on current assumptions, Library Fund balance would continue to exceed reserve requirements for the next six to seven years. Beyond that, increases in various costs and anticipated capital expenditures could result in the Library fund balance being less than the 52% reserve level necessary to fund annual Library operations before initial Library District distributions are received. Carpet replacement, parking lot repair, and Community Room furniture and AV replacement were identified as some major capital projects anticipated for the next biennium. Requests for an additional manager and part-time Carnegie positions, hour increases to some part-time positions, and financial support for centralized communication and event manager positions had been submitted to the City for consideration. The next departmental budget meeting with City administration was scheduled for March 10, with a Library Budget Subcommittee meeting to follow.

COMMUNICATIONS

David Goldberg reported his annual presentation to the City Commission was received positively. Nick Dierckman voiced appreciation for David's efforts.

Library Foundation— Fundraiser event details were finalized, with both a raffle and silent auction to occur, and invitations had been sent.

Friends of the Library— The Bookstore continued to do well. The Friends were researching various insurance options.

ADJOURNMENT

David Goldberg adjourned the meeting at 6:05pm.