



City of Warrenton Community Library Board
Regular Meeting Agenda
Wednesday, December 10, 2025 – 5:30 PM
City Hall, 225 S. Main, Warrenton, OR 97146

*****The meeting will be broadcast via Zoom at the following link*****

<https://us02web.zoom.us/j/6758597367?pwd=p859zjCbEVnebETMPt0ONoVDK7UfgW.1&omn=81831775796>

Meeting ID: 675 859 7367 | **Passcode:** 1234 | **Dial-in Number:** 669-444-9171

Below are the methods to provide public comment and/or public testimony on a public hearing:

1. In-person: Complete a comment card and submit to the Library Director prior to the start of the meeting.
2. Via Zoom: Register with the Library Director, at jsaranpaa@warrentonoregon.us no later than 3pm the day of the meeting. Please ensure that your zoom name matches the name registered to comment.
3. Written comments: Submit via e-mail to the Library Director, at jsaranpaa@warrentonoregon.us, no later than 3:00 p.m. the day of the meeting.

Public Comment: To provide public comment, participants should register prior to the meeting. All remarks will be addressed to the whole Warrenton Community Library Advisory Board and limited to 3 minutes per person. The Library Advisory Board reserves the right to delay any action, if required, until such time as they are fully informed on a matter. Once your public comment is submitted it becomes part of permanent public record.

1. **Call to Order**
2. **Roll Call**
3. **Recognition of Guests**
4. **Public Comment**
5. **Consent Calendar**
 - A. Regular Meeting Minutes 9.10.2025
6. **Discussion Items**
 - A. Library Director's Report
 - B. Friends of Warrenton Community Library Update
7. **Business Items**
 - A. Nomination of Officers for 2026
 - B. Scheduling Meetings for 2026
8. **Good of the Order**
9. **Adjournment**

Warrenton City Hall is accessible to the disabled. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting Hanna Bentley, City Recorder, at 503-861-0823 at least 48 hours in advance of the meeting so appropriate assistance can be provided.



City of Warrenton Community Library Board (WCLB)

Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Wednesday, September 10, 2025

1. Call to order

The meeting was called to order at 5:34 p.m.

Board Members	Present	Excused
Abbie Johnson	X	
Aggie Cooley	X	
Kelsey Balensifer	X	
Gregory Bain	X	
Karyn Grass	X	
Amanda Donovan	X	
Andrew Walker, Chair	X	

Staff Members	
Library Director Josh Saranpaa	Present

2. Roll Call

Roll was taken.

3. Recognition of Guests

There were no guests present.

4. Public Comment

There was no public comment.

5. Consent Calendar

**Items on the Consent Calendar have previously been discussed and/or are considered routine. Approval of the Consent Calendar requires a motion, a second, and no discussion, unless requested by a member of the Library Board.*

A. Meeting Minutes, 6.11.25

The footer on the minutes needs to be updated with the right info, and Saranpaa will remove the hanging “and” at the end of the sentence in his director’s report section (under item 6A).

Motion:	Move to approve the consent calendar as amended.					
Moved:	Balensifer					
Seconded:	Cooley	Aye	Nay	Abstain	Recused	
Vote:	Johnson	X				
	Cooley	X				
	Balensifer	X				

	Bain	X			
	Grass	X			
	Donovan	X			
	Walker	X			
Passed:	7/0				

6. Discussion items

A. Library director’s report

Saranpaa shared a written report, and highlighted some items from the report verbally. The four new computers have been set up, and they have several Microsoft programs installed that have previously been requested by patrons. The library will soon have one WiFi hotspot for check out as well. The bilingual story times have started and are being conducted monthly by Norma Hernandez with Consejo Hispano. Grass asked how this is being advertised. Saranpaa responded that it is primarily word of mouth right now. The new youth service coordinator Melissa Tesauro started and has revived some of the programs that had been paused while the library was short staffed. Oregon First Lady Aimee Kotek Wilson came for a special story time in partnership with Dolly Parton’s Imagination Library. Saranpaa pointed out that he had added a column on the page of statistics to offer comparison to last year’s data. Grass asked why some of the numbers are lower this year. Saranpaa explained that physical library space and budget are both limited, which has led to a reduction in new collection purchases. Staff overwhelmed themselves testing new adult programs last year, but had limited attendance, so the adult programs have been more finely tuned this year. Youth programs during the last few months were limited because the library was without a youth coordinator. Saranpaa is looking to apply for a grant for additional shelving to house more collection items.

B. Friends of the Warrenton Community Library update

The bilingual children’s book section was enhanced with 60 new items, thanks to an earmarked donation to the Friends. The Friends changed the nonprofit’s bank account signers due to new officers being elected. The Friends are currently in the process of drafting a new organization logo that incorporates the library’s new logo. The third quarter issue of the Friends newsletter will go out later this month. The Friends also worked with staff to compile Summer Reading Program stats to be sent to sponsors.

7. Action items

None.

8. Good of the Order

Grass asked if there was any progress on getting a new building. City Manager Esther Moberg met with Andy Shaw from the Northwest Oregon Housing Authority in August. City staff remains optimistic, but there is no definitive answer yet.

9. Adjournment

There being no further business, the meeting was adjourned at 5:51 pm.

Approved:

Attest:

Chair

Secretary

Quarter in Brief

- **September:**

- Library Closures in September: 9/2/25, Labor Day
- \$5 Fill A Bag Sale held from 9/23-9/27
- Special Performances/Events:
 - Movie Night: Kindergarten Cop
- Adult Programs Offered: Color Along Club, Community Reading Group, Mindful Making
- Children's Programs Offered: Kaleidoscope Play & Learn (Hosted by Library), Lego Club, Storytime, Art Club, Homeschool Hangout
- Monthly spotlight display: Library of Things

- **October:**

- No Library Closures in October
- Library After Dark Author: Jan Bono
- Special Performances/Events: Trick or Treat at the Library, Movie Night: Casper, special Halloween art club (decorate treat bags)
- Adult Programs Offered: Color Along Club, Community Reading Group, Mindful Making
- Children's Programs Offered: Kaleidoscope Play & Learn (Hosted by Library), Lego Club, Storytime, Art Club, Homeschool Hangout
- Bilingual Storytime on hiatus
- Monthly spotlight displays: Banned Books week, Cozy Mysteries for Spooky Season

- **November:**

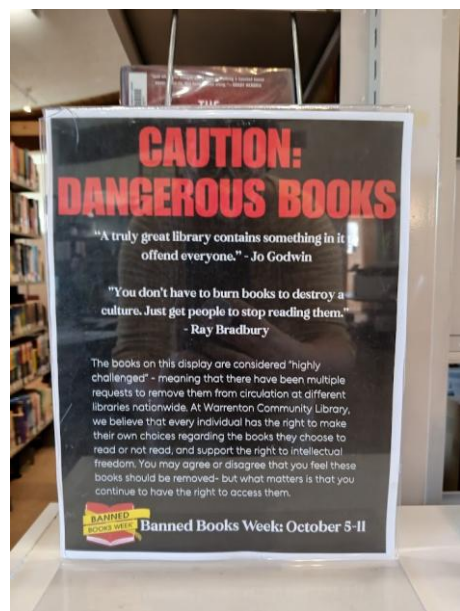
- Library Closures in November: 11/11, Veterans Day; 11/27 & 11/28, Thanksgiving Holiday
- Special Performances/Events: Library After Dark Author: RJ Marx
- Adult Programs Offered: Color Along Club, Community Reading Group, Mindful Making
- Children's Programs Offered: Kaleidoscope Play & Learn (Hosted by Library), Lego Club, Storytime, Art Club, Homeschool Hangout
- Monthly spotlight display: Native American Heritage Month, children's and adult titles

Updates:

- We were able to get our four (4) new public computers installed in early September. These new computers were purchased with the \$9,000 grant I received earlier in the year. These are faster than the older ones, and are fully equipped with Microsoft Office applications for patrons' ease of use.
- I applied for the Clatsop County Cultural Coalition grant again this year. Last year they funded us \$2,500 to go toward the installation of the automatic door opener. I have applied to purchase four (4) new bookshelves to expand our adult fiction and junior non-fiction collections.
- The library participated in Spruce Up Warrenton's inaugural Winter Walk event. We had letters to Santa for community members to fill out and send off to the North Pole.
- We expanded our Library of Things to include a wireless hotspot. This item is intended for those patrons that don't have internet connection, or are traveling to a location where they will need access to the internet. This addition to the collection is another step towards our strategic goal to increase access to all community members.
- We have applied to be a host employer for the Clatsop Works Summer Intern program for 2026. We've been approved as a host employer, and I have received funding through their grant process to pay for one (1) library assistant intern.

Miscellaneous Stats from January 1, 2025 to December 5, 2025

- 247 new library cards issued
- 779 new items added to our collection
- 13,012 items checked out; 3,215 items renewed
 - Minimum of 16,227 contacts with patrons



Banned Books Week Display: October 5-11



Banned Books Week Display: October 5-11



Glitter Jars made for September's Mindful Making project



With SNAP benefits being uncertain, community members kept the little free food pantry stocked with proteins, fruits and vegetables both fresh and canned, dry beans, rice, and items like baby formula and toiletries.



The Library won the citywide costume contest for Best Department Costume: Library Director Josh Saranpaa was a zookeeper, with Assistant Librarian Cass Williams dressed as a kangaroo and Youth Services Librarian Melissa Tesauro dressed as a sloth.



The Library won the citywide costume contest for Best Department Costume.

Statistics

Computer Users (Estimated) 9/1/25 - 11/30/25	
September	215
October	229
November	215

Volunteer Hours 9/1/25 - 11/30/25	
September	53.25
October	69.75
November	49.25

Items Added By Item Type 9/1/25 - 11/30/25	
Childrens'	42
Adult	93
Non-Book Items (DVDs & Things)	12

Circulation Transactions 9/1/25 - 11/30/25	
Checkouts	3,211
Renewals	884

Cards Issued 9/1/25 - 11/30/25	
Adults	54
Children	6

Adult Programs Held 9/1/25 - 11/30/25	
September	4
October	5
November	4

Childrens' Programs Held 9/1/25 - 11/30/25	
September	22
October	23
November	21