

**UMATILLA LIBRARY ADVISORY COMMITTEE MEETING
AGENDA
COUNCIL CHAMBERS
AUGUST 24, 2022
6:00 PM**

1. **MEETING CALLED TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **PUBLIC COMMENT** Public Comment is an opportunity for citizens to express opinions, raise issues, and provide information to the City Council. Comments presented during this segment should be on city-related issues and not on items that are scheduled for a Public Hearing on the same evening's agenda. If you wish to speak, please provide the requested information on the Sign-Up Sheet, being sure to note the topic on which you will speak. When called to the podium, begin by stating your name and address. You will have five minutes to speak, unless otherwise instructed.
5. **NEW BUSINESS**
 - 5.1 Library Board Minutes - May 18, 2022 *Suggested Action: Motion to approve minutes.*
6. **DISCUSSION ITEMS**
 - 6.1 [Update on Library Operations and Upcoming Events](#) *Suggested Action: No action, staff report only*
 - 6.2 [Upcoming Director Reports and Meetings](#) *Suggested Action: No action, staff report only.*
 - 6.3 [Teen Internship Final Report for the State Library of Oregon](#) *Suggested Action: No action, staff report only.*
7. **ADJOURN** This institution is an equal opportunity provider. Discrimination is prohibited by Federal law. Special accommodations to attend or participate in a city meeting or other function can be provided by contacting City Hall at (541) 922-3226 or use the TTY Relay Service at 1-800-735-2900 for appropriate assistance.

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**CITY OF UMATILLA
LIBRARY ADVISORY COMMITTEE MEETING
MAY 18, 2022**

1) MEETING CALLED TO ORDER

Meeting called to order at 6:04 p.m.

2) ROLL CALL

PRESENT: Melina Enkey, Judy Simmons, Wendi Damerval, Isaiah Gonzalez

ABSENT: None

EXCUSED: N/A

STAFF PRESENT: Library Director Susie Sotelo

3) APPROVAL OF AGENDA

Judy Simmons moved to approve, seconded by Melina Enkey. Voted: 3 - 0. Motion carried.

4) PUBLIC COMMENT

None.

5) NEW BUSINESS

5.1 Library Board Minutes – February 09, 2022

Motion to approve minutes made by Judy Simmons, seconded by Melina Enkey. Voted: 3 – 0. Motion carried.

6) DISCUSSION ITEMS

6.1 Annual Library Service Plan (ALSP)

6.2 Teen Representative Appointment

6.3 Summer Reading Program

6.4 Update on Library Operations and Upcoming Events

Wendi Damerval discussed the library's monthly newsletter. She thought it was nice.

Also discussed Overdrive. She would like to see more women's history, politics, best sellers, and non-fiction.

Teen Representative, Isaiah Gonzalez, had the idea of VR gaming. Looking to potentially create a gaming program.

7) **ADJOURN**

Judy Simmons moved to adjourn, Melina Enkey seconded motion. Voted: 3 - 0. Motion carried. Meeting adjourned at 6:32 p.m.

Melina Enkey, Chair

ATTEST:

Susana Sotelo
Library Director

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Update on Library Operations and Upcoming Events	Meeting Date: 2022-08-24
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Department: Finance & Administrative Services	Director: Melissa Ince	Contact Person: Susie Sotelo	Phone Number:
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Cost of Proposal: 0	Fund(s) Name and Number(s): N/A
Amount Budgeted: 0	

Reviewed by Finance Department: Yes	Previously Presented: -
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Attachments to Agenda Packet Item:

[Event Schedule Planner Sep-Dec 22.docx](#)

[Anime Club 2.png](#)

[Game week.png](#)

[Hot cocoa bombs.png](#)

[DIY xmas cards.png](#)

[STEM DAY.png](#)

[Teddy Bear Workshop.png](#)

[Space Week \(002\).png](#)

Summary Statement: No action, staff report only

Consistent with Council Goals:

Goal 4: Increase Public Involvement, Create a Culture of Transparency with the Public, and Enhance Cultural Diversity.

EVENT SCHEDULE PLANNER SEP - DEC 2022

MONTH	# OF EVENTS
SEPTEMBER	3
OCTOBER	4
NOVEMBER	4
DECEMBER	2

EVENT	AGE	DATE	TIME
TEDDY BEAR WORKSHOP	0-17	09/09/22	3:00 PM
WINE & ART	21+	09/09/22	6:00 PM
ANIME CLUB	11-17	09/16/22	3:00 PM
OMSI	All Ages	10/7/22	1:00 & 3:00
CELEBRATE SPACE WEEK	All Ages	10/8/22	All Day
ANIME CLUB	11-17	10/14/22	3:00 pm
WINE & ART	21+	10/21/22	6:00 pm
TRICK OR TREAT ON MAIN ST.	All Ages	10/28/22	4:00 pm
STEAM DAY	All Ages	11/08/22	All Day
GAME WEEK	All Ages	11/14 - 11/18	All Day
ANIME CLUB	11-17	11/18/22	3:00 pm
BINGO	18+	11/18/22	5:00 pm
DIY XMAS CARDS	All Ages	12/09/22	All Day
DIY HOT COCOA BOMBS	11+	12/13/22	All Day

AUGUST							SEPTEMBER							OCTOBER							NOVEMBER						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
1	2	3	4	5	6	7				1	2	3	4						1	2		1	2	3	4	5	6
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
														31													



ANIME CLUB

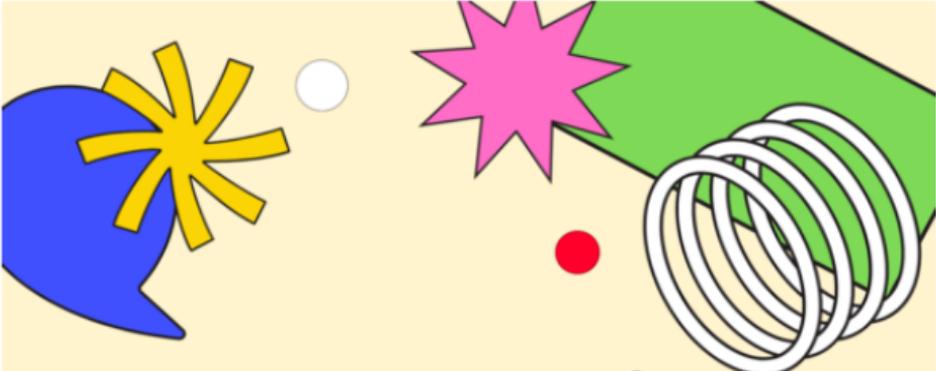


WATCH ANIME
DISCUSS ANIME & MANGA
MAKE CRAFTS AND ART



SEP 16
OCT 14
NOV 18
3-4
PM





GAME WEEK AT THE LIBRARY

NOV 14-18



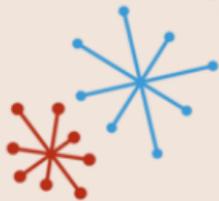
Drop by anytime for games,
puzzles, and to try our new VR
headset!

All ages welcome



Umatilla Public Library **9**

Make your own
Hot Cocoa Bombs



December 13th
Umatilla Public Library **10**



DIY
Christmas
CARDS

DECEMBER
9
ALL DAY!

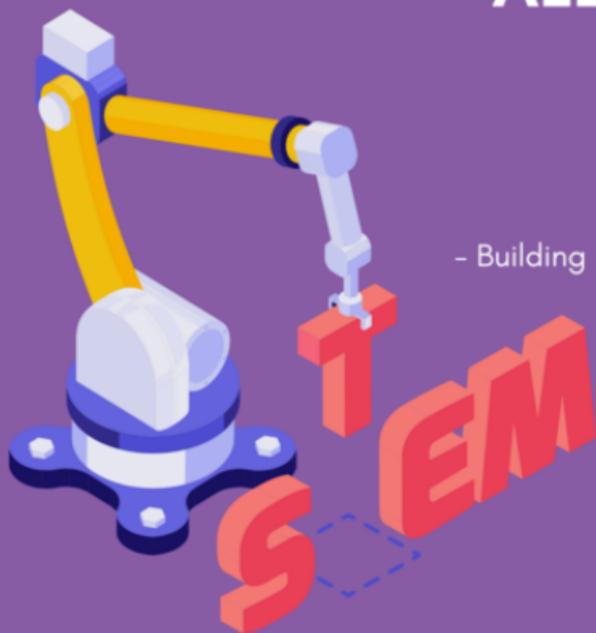




STEAM DAY

NOVEMBER 8, 2022

ALL DAY!



- 3D Printers
- Coding robots
- Arts & Crafts
- Snap Circuits
- Building Blocks and more!



TEDDY BEAR WORKSHOP

**FRIDAY,
SEPTEMBER 9, 2022**

STARTS AT 3:00PM!

**UMATILLA PUBLIC LIBRARY
700 6TH STREET
UMATILLA, OR 97882**

PLEASE RSVP 541-922-5704



CELEBRATE SPACE WEEK!

OCTOBER 7TH & 8TH
STARTS AT 2:00 PM ON
FRIDAY

UMATILLA PUBLIC LIBRARY
700 6TH ST., UMATILLA OR 97882
RSVP 541-922-5704

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title: Upcoming Director Reports and Meetings	Meeting Date: 2022-08-24
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Department: Finance & Administrative Services	Director: Melissa Ince	Contact Person: Susie Sotelo	Phone Number:
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Cost of Proposal: 0	Fund(s) Name and Number(s): N/A
Amount Budgeted: 0	

Reviewed by Finance Department: Yes	Previously Presented: -
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Attachments to Agenda Packet Item:

[Calendar_FY22-23_08-2022.pdf](#)

Summary Statement: No action, staff report only.
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Consistent with Council Goals: Goal 5 : Perform at the Highest Levels of Operational Excellence

UCSLD Fiscal Year Overview



Fiscal Year: 2022-2023

JULY	
7/1	Fiscal Year Begins
7/4	4 th of July Closure
7/13	Director's Meeting-Zoom: 1 PM – 3 PM
7/28	Board Meeting – 5:30

AUGUST	
8/25	Board Meeting – 5:30
8/31	Ready to Read Grant Application due

SEPTEMBER	
9/5	Labor Day Closure
9/13	ALSP Review Meeting - 5:30 – 8 PM
9/14	Director's Meeting: 1 PM – 3 PM
9/22	Board Meeting – 5:30

OCTOBER	
10/10	City Library Budgets due to UCSLD
10/18	ALSP Review Meeting – 5:30 – 8 PM
10/19	ALSP Review Meeting – 5:30 – 8 PM
10/27	Board Meeting – 5:30
10/31	ALSR Evaluations due
10/31	State Statistical Report due to the State Library

NOVEMBER	
11/4	District In-Service Training
11/10	State Statistical Report due to UCSLD
11/9	Director's Meeting: 1 PM – 3 PM
11/11	Veteran's Day Closure
11/17	Board Meeting – 5:30
11/24-25	Thanksgiving Holiday Closures

DECEMBER	
12/1	Ready to Read Grant Final Report due to SLO
12/15	Board Meeting – 5:30
12/23 – 26	Christmas Holiday Closure

JANUARY	
TBD	UCSLD Board Retreat
1/2	New Year's Day Holiday
1/3	Historical Materials process begins
1/11	Meeting of the Directors: 1 PM – 3 PM
1/16	Martin Luther King Jr Closure
1/26	Board Meeting – 5:30

FEBRUARY	
2/1	City Audits due to UCSLD
2/15	UCSLD Projected Budget figures to Libraries
2/20	President's Day Closure
TBD	Election Process Begins
2/23	Board Meeting – 5:30

MARCH	
3/9	Meeting of the Directors: 1 PM – 3 PM
3/23	Board Meeting – 5:30
3/31	Historical Materials process wraps up

APRIL	
4/7	District In-Service Training
TBD	UCSLD Budget Committee Meeting
4/18-22	OLA Conference – Bend, OR
4/27	Board Meeting – 5:30

MAY	
5/1	ALSP Due to UCSLD
5/10	Meeting of the Directors: 1 PM – 3 PM
TBD	Board Director Elections
5/25	Budget Hearing & Board Meeting – 5:30

JUNE	
6/22	Board Meeting – 5:30
6/30	End of Fiscal Year

CITY OF UMATILLA, OREGON

AGENDA BILL

Agenda Title:

Teen Internship Final Report for the State Library of Oregon

Meeting Date:

2022-08-24

Department:

Finance & Administrative Services

Director:

Melissa Ince

Contact Person:

Susie Sotelo

Phone Number:

Cost of Proposal:

0

Amount Budgeted:

0

Fund(s) Name and Number(s):

N/A

Reviewed by Finance Department:

Yes

Previously Presented:

-

Attachments to Agenda Packet Item:

[Final Report - Teen Internship.pptx](#)

Summary Statement:

No action, staff report only.

Consistent with Council Goals:

Goal 5 : Perform at the Highest Levels of Operational Excellence



State Library of Oregon
Library Support and Development Services

Umatilla Public Library

Jocelyn Silvani & Susie Sotelo



From Our Intern

Hello, my name is Jocelyn and I was a teen intern for the summer. For my connected learning project I decided to make an Anime Club! Throughout this last school year there was an afterschool program that had an anime program that I noticed a bunch of kids going too. That made me think that making an anime club would be awesome. And because I also love anime myself. One of my favorites is probably Hunter x Hunter. And it's really cool that a lot of the teens that come also want to watch it too. It was really fun having other people come in who have similar interests as me and I like to see all of the others having fun.





The Project

In the Anime Club every Friday we all gather together and find a cool project to do while watching anime. There's usually cool Japanese snacks that you don't really see around here followed by fortune cookies and other yummy things. The first time we met we used calligraphy pens and paints to make a cherry blossom tree with Japanese writing and it turned out to look awesome. The coolest one in my opinion was the movie day. I moved the chair to look almost like a theater would be set up. There were Japanese snacks, fidgets, and sketchbooks being handed out. That was the best turnout with 14 people showing up!

ANIME CLUB
ANIME CLUB

@ THE UMATILLA PUBLIC LIBRARY

3-4 PM

EVERY FRIDAY FROM JULY 22ND - AUGUST 12TH

JULY 22ND: CALLIGRAPHY DRAWING AND INTRO
(LEARNING TO MAKE YOUR NAME IN JAPANESE AND CHOOSING THE ANIME YOU WANT TO WATCH NEXT WEEK)

JULY 29TH: SNACKS AND ANIME
(WATCH SOME OF YOUR FAVORITE ANIME WHILE ENJOYING SOME YUMMY JAPANESE SNACKS)

AUGUST 5TH: ART/CRAFTS
(MAKE YOUR OWN MANGA OR ENJOY MAKING KEYCHAINS WITH PERLER BEADS. ANIME STICKERS AND SQUISHIES WILL BE HANDED OUT)

AUGUST 12TH: JAPANESE LANTERN MAKING AND PIZZA PARTY
HAVE FUN MAKING AND DECORATING YOUR OWN LANTERNS WHILE ENJOYING PIZZA



My Takeaways

Working the internship was awesome and had fun things to do daily! I loved working at the front desk and checking out books. I learned a bunch of things that would seem simple to do for Arianna and Kellie. It was kind of difficult putting away books at first since there were so many but it became easy to do once I got used to everything. It has really helped me in general because I can be shy a lot when it comes to speaking in public, doing all the community events and anime meetups have helped me open up. I hope that there will be an internship this next summer and if so I would love to do it again. Or whatever teen that does get the job would probably love it as well. But of course I would've never gotten the hang of all of this without the people I worked with (Susie, Arianna, Kelly) They have been nice to be around. Everything has been super fun with them there. Now I just might have to stop by the library throughout the school year to say hi. It was an amazing experience working with everyone!





State Library of Oregon

Library Support and Development Services





On the East Oregonian!

Teen interns shine at local libraries

By Erin McCusker For Go! Magazine | Jul 26, 2022 | 0



Umatilla County libraries hired teen interns this summer who developed a variety of programs, including an Anime Club at the Umatilla Public Library.
Erin McCusker/Contributed Image

https://www.goeasternoregon.com/from_the_shelf/teen-interns-shine-at-local-libraries/article_9f9cda50-089c-11ed-9ae3-5391df62940a.html?fbclid=IwAR1OySn3-g7o3QXWv-7doQc_xfclU7u1_QE7y5Gr4V_4_ZnE4_RIPfpIvE



Our takeaways

Getting teens into the library is a struggle known by many librarians, and it is no different here in Umatilla. Our hope was that by hosting a teen intern, we would be able to have an insight on what teens need and want to see in our community. By far the biggest benefit of having a teen intern was connecting with new teens in our area.

The internship was also great for Jocelyn and we are happy we were able to provide an opportunity for her to develop some professional skills and see what providing services to the community is all about. She was able to plan the program and took the lead on creating flyers, budgeted for the program, and advertised in the community and on social media.

We hope to continue to have a teen intern every year.