City of Salem
Salem Public Library
January 14, 2026
5:00 p.m. at the Salem Public Library Collaboration Studio and via the Salem Public Library YouTube Channel

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

PARTICIPANTS

Board Members
Gretchen Coppedge; Valerie Harris; David Levy; Camryn Pickworth; Clyde Saiki; Cara Filsinger; Debbie Lockhart

Staff
Bridget Esqueda, City Librarian; Nathan Garrettson, Assistant City Attorney

AGENDA

1. Welcome and call to order

2. Approval of Minutes

3. Public Comment - Appearance of persons wishing to address the Board on any matter other than those which appear on this Agenda.

4. Information Items
   •Teen Advisory Board (TAB) update
   •Chair's report
   •City Librarian's report
   •Friends of SPL report
   •SPL Foundation report

5. Discussion Items
   - LAB Criteria for Board Membership (Nathan)
   - Strategic Planning (Valerie & Cara)
   - Levy Oversight Committee (David)

6. Action Items
   - Request for Funds- Summer Interns (Sonja)
   - Request for Funds- Chromebooks (Bridget)

7. Miscellaneous Board Items
   - Library Tour

8. Adjourn

Next Meeting: February 11, 2026

This meeting is being conducted hybrid at the at the Salem Public Library 585 Liberty St. SE, Salem, OR 97301 and online on YouTube. Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 12 p.m. or earlier one day prior to the day of the meeting at spladmin@cityofsalem.net

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

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Salem Public Library Advisory Board
Potential Goals for 2026

Note these are preliminary ideas to facilitate discussion.
Final goals subject to committee discussion and agreement.

-Educate LAB members about library districts – function, purpose, process

-Increase board volunteerism on library outreach activities

-Improve relationships with the Salem Public Library Foundation, Friends of the Library, and City Council

Salem Public Library Advisory Board
Notes from Strategic Planning Session Oct. 9, 2024

Note: these are the verbatim notes from the whiteboard used during the strategic planning session with Darci Hanning from the State Library.
Meeting minutes and link to audio are here:
https://www.cityofsalem.net/home/showpublisheddocument/24971/638717580922170000

Board Goals

-Partnerships with Foundation and Friends
-Board's role re: funding for library
-Board orientation 3 or less

Strategic Plan
-Communicate (goal #1)
-Advocate
-Familiarity of library services (goal #2)

Focus on education/advocacy
-Kitchen info (food) storytelling
-benchmark 2 Kt / 1 year
-Develop elevator speech / talking points

December 2025 City Librarian's Report

Stats

Number of Visitors:

Location	Current Month	Previous Month	Previous Year
Main	26,753	25,497	21,894
West Salem	2,115	1,634	1,058

Other Stats:

	Current Month	Previous Month	Previous Year
Active Cardholders	34,616	33,877	35,167
Programs	60	62	50
Meeting/Study Room Reservations	552	524	385
Reference/Directional Assistance	7,505	7,089	5,600

Number of physical items checked out (first-time checkouts):

Location	Current Month	Previous Month	Previous Year
Main	47,892	48,997	43,010
West Salem	465	822	441
Outreach	747	748	1,057
Total Checkouts	49,104	50,567	44,508

Number of digital items checked out:

	Current Month	Previous Month	Previous Year
Cloud Library	7,093	6,886	7,177
Overdrive	28,405	26,745	23,533
Comics Plus	157	179	362

Library Value Calculator- https://ilovelibraries.org/what-libraries-do/calculator/

Staff News

All library staff attended a 90-minute in-person session presented by the City of Salem titled Harassment, Discrimination, Retaliation and Ethics. The session focused on a review of key procedures, standards of conduct, and legal considerations for all city staff and included practical examples.

Collections

Completed a review and weeded out the Teen CD Audiobooks due to decreased usage as CD players become less available and useful for this audience. This frees up shelf space for shifting the Teen Graphic Novel Collection, which will allow the graphic novels to be spread out. As a browsing collection, having fewer items on each shelf will make this graphic novel section more appealing and easier to search.

TAB members helped Kiera in Youth Services prepare a special book display featuring “almost forgotten” teen books that they wrapped in butcher paper and wrote tags for to entice readers to borrow them. “Almost forgotten” books are books that haven’t been checked out for a while, and are still perfectly good reads. At least half of the items from the display have been checked out thus far!

We mended 800+ items in the month of December and completed a refresh of our large print collection at Main. This included standardizing all of the spine labels for easy findability and mending many titles that we cannot replace.

Projects and Programs

For winter break, staff in Youth Services are offering a variety of passive or self-guided activities for teens and children to engage the increased number of visitors we see during no-school days. In teen, we’re offering a large, table-sized coloring sheet, a

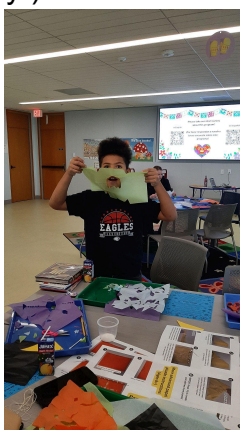
snowflake-themed sticker mosaic, the above-mentioned Surprisingly Good Reads book display, and a drop-in craft to make a miniature gingerbread decoration from a tiny terracotta flowerpot.

Our December Teen Create & Connect featured DIY Lafufus and was a hit with the participants. Each teen created their own lafufu from felt and hot glue, and left with a new bag charm to enjoy. They also enthusiastically took all of the Labubu bookmarks left over from Shandra's Labubu Picks book display from earlier this year. There was enough interest from younger children who observed this activity that we're planning to offer it again for tweens sometime in the future.

This month's OBOB Middle School Book Club was attended by 3 teens who have come before and 1 newcomer who all discussed Tagging Freedom by Rhonda Roumani, a Syrian-American journalist and author who wrote about the Syrian Civil War of 2011 from the eyes of a teenaged refugee. Together, we explored the street art of Banks; talked about freedom, activism, and the impact of art; and touched on microaggressions, which several of the teens have experienced due to their religion. While attendance has remained small for this program, the quality of the discussion and depth of exploration we achieve in each conversation is undeniably vast. Due to participant enthusiasm, we are planning to offer another series of this book club beginning in April when the next year's OBOB lists are announced.

We offered our first evening drop-in craft at the West Salem Branch after hours were expanded! Families and children created cozy hot cocoa art projects together. We had a patron express their thanks for having a fun, wintery craft to do.

We hosted a bilingual Spanish/English family program ¡Vamos a hacer papel picado!/Let's make papel picado! in December. Families enjoyed snacks from Mexico and music in Spanish while they worked to create their own papel picado. I provided a historical overview about the importance of papel picado and instructions for a beginner, intermediate, and advanced design. I was able to connect with the families in English and Spanish and provide information about additional library programs too. All of the crafters let me know how much fun they had at the event. I think this is an event we could offer again in the future on a less stormy day (hopefully!).



On December 11, with the help of Circular Salem, the library hosted a “Really Really Free Holiday Gift Market” that drew nearly 400 people. Donations were brought in and attendees were able to select what they wanted to give to friends and family, and even gift wrapping was offered by volunteers.

We hosted a tattoo art and cultures panel featuring four different tattoo artists from various backgrounds and specialties (a male Japanese tebori tattoo artist, a Black and Indigenous artist, a queer and eco-friendly artist, and a female artist also trained in the Japanese tebori techniques). This panel discussed the various cultural histories of tattooing and the artist’s personal experiences with their craft.

Youth Services encouraged kids, teens, and families to read or listen to stories for at least 5 hours during the month of December as part of the **Cozy Up Winter Reading program** with 322 signups. Participants who completed the program by January 3 earn a free prize book to keep.

Our partnership with the Youth and Young Adult Coordinated Entry Program from The ARCHES Project and Mid-Willamette Valley Community Action Agency continues. Navigators visit the library each Tuesday to provide assessments for people ages 14-24 seeking assistance with housing and other needs. Navigators also bring information about other ARCHES Project services that can help connect community members with needed supports. ARCHES staff talk with 25-40 people seeking information each week.

Outreach and Group Visits

In December, the Salem Public Library further strengthened their relationship with the Salem Leadership Foundation by hosting the monthly North Neighborhoods meeting. The North Neighborhoods is one of the northeastern groups in Salem that we have recently connected with. During this meeting, Youth Services and Adult Services co-led a presentation to inform these key pillars from various community organizations about library services and resources available.

Our Library Communications Team attracted attention on social media, with high views and engagement for several key posts and reels. The most popular were job posting notices, a reel promoting our Really Really Free Holiday Market, and the Salem Public Library 2025 Wrapped post sharing key impacts from our previous year.

Strategic Plan Updates

No updates to report.

Patron Feedback/Comments

- A patron called to let us know how much she appreciates the library and our expanded hours. She values the services and feels we are a valuable community resource!
- Numerous visitors on Sundays have expressed their gratitude that the library is open this day again, letting us know they can come to the library now with our restored hours.

Project Title: Salem Public Library High School Summer Internship 2025

Name and Email address of Contact Person: Sonja Somerville, ssomerville@cityofsalem.net

Funding amount: Two internships at $3,800 each for a total of $7,600

Anticipated start and completion date: June 15-August 29, 2026

Does this project align with priorities listed in the SPL Strategic Plan?

This project supports the following Strategic Plan Imperatives:

- Center Equity, Diversity, Inclusion, and Belonging
- Cultivate Connections within Our Community

Is this a Friends of the Salem Library, the Salem Library Foundation or Salem Public Library supported project?

This is a project of the Salem Public Library.

Please explain how this project will expand library services and/or programs or how it will provide innovation to current Salem Library programs or activities?

Salem Public Library is seeking to support two paid high school summer internships. These interns, ages 16 to 19, will work with the Youth Services team for 20 hours/week for 10 weeks (a total of 200 hours) between mid-June and late August.

Under the supervision of the Programming and Outreach Supervisor, the intern will learn about all aspects of library work at Salem Public Library, choose and carry out a connected learning project, assist with the library's Summer Reading Club, be involved with special events and programs throughout the summer, and support the day-to-day activities in the Youth Services area. Interns are expected to spend dedicated time writing, reflecting, and sharing about their experience.

We value diverse voices and perspectives. Students who are Black, Latinx, indigenous, Asian, Pacific Islander, LGBTQ+, or anyone who identifies as someone who may contribute to fuller representation of historically marginalized groups are highly encouraged to apply. The recruitment plan includes specific marketing and recruitment efforts targeted at raising awareness of the opportunity among historically marginalized groups.

Has this project been reviewed and approved by the city librarian and/or library staff?

This project has been planned by the City Librarian and library staff.

Salem Public Library
SALEM LAB FUNDING REQUEST FORM

I) Project Title: Chromebooks for Library of Things Collection

II) Name and Email address of Contact Person: Bridget Esqueda besqueda@cityofsalem.net

III) Funding amount: $3,500 to purchase 20-22 Chromebooks to circulate

- (Please note – Grant Projects over $1,000 will require quarterly and annual reports to be submitted on how the funds have been expended).
- (Please note – Grant Projects over $5,000 must include a tax identification number and/or a copy of the 990 report)

IV) Anticipated start and completion date: As soon as possible

V) Project Description/Project Purpose (no more than a 1–2-page description – the Salem LAB reserves the right to request additional documentation)

- Does this project align with priorities listed in the SPL's Strategic Plan?
    - This aligns with SPL's Strategic Plan since it supports our mission to provide equitable access to information, technology, and opportunity. It removes barriers for patrons who lack personal devices, helps bridge the digital divide, and helps connect community members to tools to support education, employment, and lifelong learning.

- Is this a Friends of the Salem Library, the Salem Library Foundation, or Salem Public Library supported project?
    - The Salem Library Foundation supports our Library of Things collection by funding $10,000 towards this collection. However, this amount has to sustain the whole collection and maintenance for the year, which does not cover purchasing and replenishing high-ticket and popular used items like Chromebooks.

- Please explain how this project will expand library services and/or programs or how it will provide innovation to current Salem Library programs or activities?

    Adding Chromebooks to the Library of Things aligns with our strategic goals around technology access, learning, and equitable service. It supports digital literacy development, expands access to essential online services, especially since our hours may be restrictive and not too accessible for some, and extends the library's impact beyond our physical walls. Providing Chromebooks for patrons helps meet community needs, support access to city and social services (who may need them), and provide responsible service. This investment strengthens our role as critical community infrastructure and ensures more residents can fully participate in education, employment, and civic life.

- Has this project been reviewed and approved by the city librarian and/or library staff?
    - Yes, this program is being submitted by Bridget Esqueda, City Librarian, with the support of the Access and Acquisitions Supervisor, who oversees the Library of Things committee.

Proposals will be reviewed monthly (as time allows) during Salem LAB meeting. The decision of the Salem LAB is final; however, the LAB board may request of a potential grantee addition information about their project or activity.