CURRY PUBLIC LIBRARY DISTRICT

94341 Third Street, Gold Beach, OR 97444; 541-247-7246

CURRY PUBLIC LIBRARY BOARD MEETING MINUTES
January 22, 2026 at 4:00 pm
Curry Public Library
Minutes by Jeremy Skinner

1. Call to Order by chair Rhoda Denning @ 4:00 pm
   -In attendance: Jeremy Skinner (Lib. Director), Jerry Herbage (Lib. Board), Tim Scullen (Lib. Board), Kelly Margolis (Lib. Board), Rhoda Denning, (Lib. Board), Michelle Valentino (Friends of the Library), Jordan Popoff (Lib. Staff). Erika Bordelon (Lib. Board – Absent).

2. Library Mission Statement – read by Tim Scullen

3. Citizen Concerns (none)

4. Friends of the Library Report – report by Michelle Valentino

5. Review of Minutes from November 21, 2025
   -Jerry Herbage made a motion to approve the minutes as amended. The motion was seconded by Kelly Margolis. The vote in favor was unanimous: Herbage (Yes); Scullen (Yes); Denning (Yes); Margolis (Yes).

6. Financial Report
   -Skinner presenting completed audited financial statements and the Agreed Upon Procedures report.

7. Director's Report – Skinner provided a verbal report on Library programs, magazine subscriptions, staffing, research databases, cyber security, upgrades to the youth spaces, and ongoing organization of work spaces.

8. New Business
   -Solar grant: Skinner announced that the Oregon Department of Energy had awarded the full $1 million dollar proposal for the library to install solar power canopies, panels, and batteries to go net zero pending final approval of the Board to move forward. Kelly Margolis made a motion to accept the grant funding. Tim Scullen seconded the vote. The vote in favor was unanimous: Herbage (Yes); Scullen (Yes); Denning (Yes); Margolis (Yes).
   -Budget and Board Meeting Calendar for 2026. There was a consensus to hold the first budget meeting in March.

9. Old Business
   -None

10. Work Session – Goals and Strategies
    -Library Strategic Plan. Tim Scullen made a motion to approve a 3-year strategic plan. Jerry Herbage seconded the motion. The vote in favor was unanimous: Herbage (Yes); Scullen (Yes); Denning (Yes); Margolis (Yes). The goals of this plan are:

Goal 1: Improve Awareness of the Library and its Programs
- *Hwy 101 signage*
- *Meet with every adult in taxing district one on one*
- *Create social media strategy*
- *Build capacity for bilingual communications*
- *Create library short films*
- *Signage and lighting at top of drive*

Goal 2: Reach the maximum number of people in our community with library programs and services.
- *Homebound delivery*
- *Outreach Vehicle*
- *Spanish resources*

Goal 3: Ensure long-term sustainability for library programs and services.
- *Work with Library Foundation to build endowment*
- *Improve staff workflow documentation*
- *Solar power*

Goal 4: Make Enhancements to Spaces to Improve Functionality
- *Children's space*
- *Outdoor program spaces*
- *Sound and acoustics*

Goal 5: Cybersecurity
- *Explore options for contracting for network admin and cybersecurity*

Goal 6: Customer Service
- *Host customer service training*
- *Establish measures for evaluation*

-2026 Goals for Library Director. Based on the strategic plan, the board agreed with consensus to the following goals for the library director.

Goal 1: Successfully manage solar project.

Goal 2: Transfer network and cybersecurity to a contracted provider.

Goal 3: Provide Outreach Vehicle services

Goal 4: Improve second floor acoustics.

Goal 5: Contract to install a retaining wall and better drainage for the culvert on the north side of the building to protect from flooding.

Goal 6: Maintain or increase program attendance, library attendance, and circulation.

-Director evaluation process. After discussion, the board agreed to evaluate the director in the fall of the year after the adoption of the library budget. The evaluation will be led by a designated board member. The evaluation will be a written narrative summary based on the goals adopted for the director by the board, and an anonymous survey of staff.

11. Adjournment @ 5:32