

Friends of Cascade Park Library Meeting Minutes

August 20, 2026 - *FINAL*

1. Call to order: Meeting called to order at 6:03 p.m. by vice president Melissa Webb. President Donna is away. Those present were: Ruth Chamberlin, Jean Kent, Linda McHan, Julie Nakao, Rachael Ries (library staff), Stephanie Sanchez, Erin Stuhlsatz, Melissa Webb, and Jenny Wilkerson (Foundation director).

2. Minutes - Secretary Jean Kent

A. The minutes of the July16 meeting, written by Melissa, were approved as written.

3. Treasurer's report - Stephanie Sanchez

A. Stephanie presented the July treasurer's report for the ½ year (our fiscal year is switching from July/June to Jan/Dec). This 6 mos. budget time period is to set us up for the next year's full-year budget.

B. The book store continues to be very successful, there were not many expenses, and some paid items were cleared off the report.

C. Ruth and Stephanie finished the audit (we clapped in appreciation!). There was one hiccup which Mary, from the Foundation, figured out.

4. Book Store - Linda McHan

A. Linda reported 218.5 volunteer hours for July.

B. The store continues to have a LOT of books donated. Storage shelves are full so Linda takes 4 or 5 small boxes of books to Goodwill two times each week. Do other Friends groups need additional books?

C. 47 book coupons have been redeemed since June's meeting. 87 were redeemed in the first 4 weeks of the program.

D. Lengthy discussion about the condition of the foliage outside of the library. Problems: broken sprinkler heads, watering is on the same schedule as the Firstenburg (and stops during the summer), is the dead foliage a fire hazard?, should we (Friends) hire someone to spruce up the area and perform basic maintenance? (Woodland's library does that.) Rachael will see if there are any options for the Friends to help with this.

5. Branch Manager/Librarian's Report - Rachael Ries

A. 22,092 visitors; 21 curbside deliveries; 571 incoming delivery boxes. Circulation and incoming box stats usually drop in the summer.

B. Summer Meals are done! We served over 880 meals. Story time is taking a break from Aug 24th-Sept 12th. Also Story time times are changing and gaining one addition. *Family*, Sunday 11:30 am; *Family*, Monday 1:00 pm; *Baby*, Tuesday 10:30 am; *Toddler*, Thursday 11:30 am; *Family*, Friday 11:30 am; *Preschool*, Saturday 11:30 am. (no Wed. story time because kids get out of school early on Wed. so the library has different plans for them).

C. Coming up we have: Aug 29th 2-3:30pm Teen and Adult K-Beauty and K-Dramas; Sept 2nd 4-6pm Tween Bad Art; Sept 5th 2-3:30pm Chinese Storytelling; Sept 8th 1-2pm Baby Art Exploration; Sept 8th 6-7:30 Using Your Harvest; Sept 12th 2-3:30 3D printer certification; Sept 13th 4-5pm Master Gardeners - Winterize Your Garden.

D. Follow Up: Have not heard back on the phone-pod proposal yet.

E. Friends helped with: Adult Trivia Night, Teen Late Night, Summer Wrap-up celebration.

F. Rachael's quote: *August rain: the best of the summer gone, and the new fall not yet born. The odd uneven time.* Sylvia Plath

G. Program Overview regarding FVRL programs and events; Who/when plans a year's program? How are presenters selected/invited/accepted? Who handles publicity for each program at each library?; Does each library say yea/nay or are all programs at all libraries? Computer system will take patron input but the system rarely accepts last-minute programs. [There is a website program-proposal form which goes to the 'outreach department'.] Rachael has to submit program info 6 mo. in advance but on a quarterly basis. [Fall proposals due Apr 15; Winter due Jul 15; Spring due Oct 15; Summer due Jan 15.] Rachael read a lengthy response from FVRL to Jean's written comments against the long program lead time required of managers.

H. Discussion about unpredictability of attendance at events which is especially painful when there are outstanding presentations with few audience members. What is the issue when that happens? Marketing? Communication? Program descriptions? Scheduling of available rooms? Is there anything to be done about this?

6. Communications Chair - Julie Nakao

A. Julie attended the Friends Day event and had a couple take-aways: we could celebrate the library's birthday; we could ask Rachael for a wish-list of items. It might be more fruitful to have a specific item to garner support for, both for fund-raising and increasing membership.

B. Washougal will again have a restaurant meal where part of the proceeds goes to their construction fund: Sept 8. (Several CP friends attended last month's.) Also, there's a wall where names of donors who gave over a certain amount are displayed (called "Cornerstone Wall"). We contributed before, do we want to again?

C. Tabling-opportunity at *Peace and Justice fair* Sept. 12, 8 - 3. Stephanie will investigate.

D. Program at library on banning books is in direct conflict with the A&I dinner (Oct. 15). Super unfortunate!

7. Other Business

A. Nominating committee - Sandy and Julie to provide candidates for upcoming end-of-terms positions (for treasurer 2, and Vice President) by the next meeting. Volunteer roles of *Communications* and *Book Store Manager* will be confirmed. We are looking for a *Volunteer Coordinator*. That is not an elected position either.

B. A.I. event interest form. One complete table not filled (10 slots). Rachael will invite library staff, Linda will ask her volunteers. Also, do attendees need to be Friends' members? Yes. Need to sign up by Sept. 1st.

8. Jenny Wilkerson - Foundation Director

A. Jenny thanked Rachael for participating in a video made for the A&I event, and Julie for her Friends' communications efforts.

B. Announced new Friends' outreach coordinator - Sara Lee. Starts ½ time position October 1. She will be our primary contact. Richfield has their meeting at the same time/day as ours so Sara will attend every other meeting.

C. Jenny is happy to offer tours of their new building (the old Fred Meyer store on Grand near 4th Plain).

D. Jenny shared printouts of a Friends website template which is a part of the Foundation's overall redesign of their website. Their website will be unveiled in Oct/Nov. The template's objective is for every Friends group to have a web presence with consistency in content and overall appearance, and most importantly, continuity (since Friends webmasters come and go). The Foundation would provide the technical infrastructure and support at no cost.

Fully acknowledging the benefits of these changes, Julie, FoCPL webmaster, expressed her concerns about FoCPL being able to continue their current communications with its membership under the proposed structure. Further investigations and on-going discussions are anticipated.

9. Meeting adjourned at 7:22 p.m. Next meeting: *Thursday, September 17, 2026 at 6:00 p.m.*