

1. 10:00 A.M. Agenda

Documents:

[2025-04-17 Library Commission Agenda.pdf](#)

2. 10:00 A.M. Meeting Materials

Documents:

[Yachats Library 30125.T03 - Primary Schedule.pdf](#)

3. 10:00 A.M. Meeting Materials Added After Meeting Start

Documents:

[Librarian Staff Report WordDocCommissionReporting041725.Pdf](#)



CITY OF YACHATS
YACHATS LIBRARY COMMISSION MEETING
Thursday, April 17, 2025 at 10:00 am
To be held via Zoom & In Person, Located at:
Commons Building, Civic Meeting Room 1
441 Hwy 101 N., Yachats, OR 97498

Join Zoom Meeting

<https://us02web.zoom.us/j/83990524948>

Meeting ID: 839 9052 4948


AGENDA

Regular Meeting

- I. Meeting called to Order
- II. Announcements and Correspondence
- III. Update from City Manager, Bobbi Price, regarding Yachats City Council goals and the related roles and responsibilities of Yachats Commissions
- IV. Reports
 - a. Budget Report
 - b. Library Expansion Status Report (Rick McClung and Neal Morphis)
 - c. Discussion and possible vote to recommend Marg Petersen to the Yachats City Council for inclusion on the Yachats Library Commission
 - d. Discussion regarding the future role of the Library Commission
 - e. From the Library Administrator
 - f. From Friends of Yachats Library
- V. Other ongoing business
- VI. New business
- VII. Adjournment

The Library Commission Meeting is held quarterly, (typically) on the 2nd Thursday at 10:00 am (January-April-July-October)

This meeting is open to the public and all interested persons are invited to attend. This meeting will be audio taped. All items to be considered by the Commission must be submitted to City Hall no later than one week prior to the meeting. Minutes of all public meetings are available for review on the City website at www.yachatsoregon.org. In accordance with ORS 192.630, City of Yachats will make a good faith effort to provide accommodations for any person desiring to attend a public meeting, if the request is made at least 48 hours in advance of the meeting time. The meeting room is physically accessible to persons with mobility devices; a sign language or foreign language interpreter may be available, with advance notice. Call City Hall at 541-547-3565 or Oregon Relay 1-800-735-2900 (TDD) two days in advance. Posted 04-08-25 By: Neal Morphis, City Clerk

| | | | |
|---|-----------------------------|-----------------|---------------------|
|  | UNITUS SERVICES, LLC | | |
| | <i>Title Form</i> | <i>Form No.</i> | <i>Revision No.</i> |
| | TRANSMITTAL | 1.6 | 0 |

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|--------------|---|
| FROM: | UNITUS SERVICES, LLC 5601 E. 18 th ST, STE 203 Vancouver, WA 98661 |
|--------------|---|

| | |
|--------------------------|------------|
| TRANSMITTAL NO.: | 003 |
| DATE: | 02/21/2025 |
| U.S. PROJECT NO.: | 30125 |

| | | |
|------------|---|---|
| TO: | M D Architect + Design, Co. Attn: Marissa Doyle P.O. Box 8302 Coburg, OR 97408 | RE: Primary Schedule |
| | | PROJECT: Yachats Library Project |

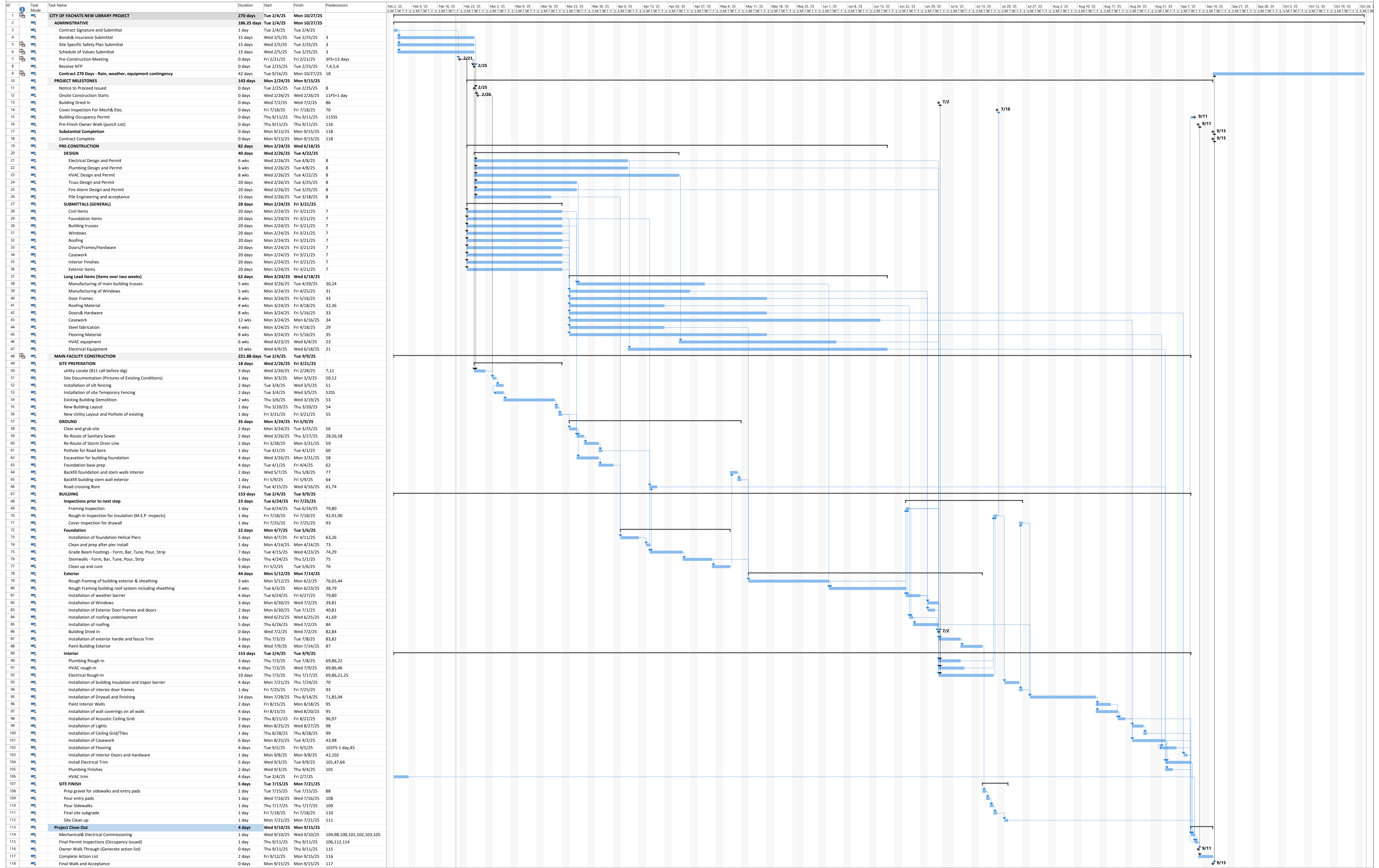
| THE FOLLOWING ITEMS ARE SENT BY: | | | |
|----------------------------------|------------------------------|---|--|
| <input type="checkbox"/> MAIL | <input type="checkbox"/> FAX | <input checked="" type="checkbox"/> EMAIL | <input type="checkbox"/> DELIVERED BY: |

| COPIES | DATE | NO. | DESCRIPTION |
|--------|------------|-----|---|
| 1 | 02/21/2025 | 01 | General Contractor Site Specific Primary Schedule |
| | | | |
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| THESE ARE TRANSMITTED AS CHECKED BELOW: | | | |
|---|--|--|--|
| <input type="checkbox"/> FOR APPROVAL | <input type="checkbox"/> FOR YOUR RECORD | <input type="checkbox"/> APPROVED AS NOTED | <input checked="" type="checkbox"/> FOR REVIEW & COMMENT |
| <input type="checkbox"/> AS REQUESTED | <input type="checkbox"/> FOR YOUR USE | <input type="checkbox"/> RESUBMIT __ COPIES | <input type="checkbox"/> APPROVED AS SUBMITTED |
| <input type="checkbox"/> RESPONSE REQUESTED BY ____ | | <input type="checkbox"/> RETURN AFTER LOAN TO US | <input type="checkbox"/> RETURNED FOR CORRECTIONS |

| COMMENTS: |
|--|
| Attached you will find our site specific Primary Schedule for the Yachats Library project. |

If enclosures are not as stated, please notify me at once.



| Checkouts and Participation | 10/29/2021 | 3/3/2022 | 3/24/2022 | 7/20/2022 | 10/9/2022 | 12/31/2022 | 3/31/2023 | 9/30/2023 | 12/31/2023 | 6/30/2024 | 9/30/2024 | 12/31/2024 | 3/31/2025 |
|--|------------|----------|-----------|-----------|-----------|------------|-----------|-----------|------------|--|---|--|-----------|
| Check-outs since go-live (7/1/2021) | 330 | 948 | 1,179 | 1,877 | 2,315 | 2,767 | 3,362 | 4,649 | 5,336 | 6,904 | 7,722 | 8,528 | 9,538 |
| eBook check-outs since go-live | | | | | 1,780 | 2,084 | 2,493 | 3,318 | 3,717 | 4,681 | 5,262 | 5,748 | 6,514 |
| Audio book check-outs since go-live | | | | | 571 | 683 | 869 | 1,331 | 1,619 | 2,223 | 2,560 | 2,780 | 3,024 |
| Yachats Library Patrons with PINS | 113 | | | 171 | 191 | 209 | 229 | 280 | 287 | 313 | 317 | 329 | 347 |
| % of patrons with PINS | | | | 27% | 28% | 28% | 28% | 25% | 25% | 31% | 32% | 32% | 33% |
| Unique Users who accessed Libby/OD since go-live | 58 | 70 | 74 | 95 | 105 | 120 | 120 | 140 | 153 | 162 | 164 | 166 | 177 |
| % of patrons with PINS that have accessed Libby | | | | | | | 52% | 50% | 50% | 51% | 52% | 50% | 51% |
| Checkouts by Month | | | | | | | | | | | | | |
| Checkouts by Quarter | | | | | | | | | | | | | |
| New Users completing first time checkout | | | | | audio | ebook | | | | New Users completing first time checkout Audio and Ebook combined | All checkouts Audio and Ebook combined | Advantage Plus checkouts Audio and Ebook combined | |
| | Jan-22 | 0 | Jan-22 | 52 | 123 | Jan-Mar 25 | 11 | 1010 | 76 | | | | |
| Feb-22 | 2 | Feb-22 | 38 | 128 | | | | | | | | | |
| Mar-22 | 6 | Mar-22 | 33 | 149 | | | | | | | | | |
| Apr-22 | 8 | Apr-22 | 56 | 134 | | | | | | | | | |
| May-22 | 6 | May-22 | 46 | 148 | | | | | | | | | |
| Jun-22 | 1 | Jun-22 | 54 | 109 | | | | | | | | | |
| Jul-22 | 7 | Jul-22 | 60 | 123 | | | | | | | | | |
| Aug-22 | 5 | Aug-22 | 48 | 130 | | | | | | | | | |
| Sep-22 | 4 | Sep-22 | 36 | 122 | | | | | | | | | |
| Oct-22 | 2 | Oct-22 | 45 | 124 | | | | | | | | | |
| Nov-22 | 2 | Nov-22 | 40 | 123 | | | | | | | | | |
| Dec-22 | 1 | Dec-22 | 50 | 108 | | | | | | | | | |
| Jan-23 | 6 | Jan-23 | 61 | 129 | | | | | | | | | |
| Feb-23 | 4 | Feb-23 | 65 | 154 | | | | | | | | | |
| Mar-23 | 1 | Mar-23 | 60 | 129 | | | | | | | | | |
| Apr-23 | 4 | Apr-23 | 54 | 128 | | | | | | | | | |
| May-23 | 4 | May-23 | 68 | 154 | | | | | | | | | |
| Jun-23 | 6 | Jun-23 | 88 | 144 | | | | | | | | | |
| Jul-23 | 1 | Jul-23 | 79 | 138 | | | | | | | | | |
| Aug-23 | 2 | Aug-23 | 73 | 126 | | | | | | | | | |
| Sep-23 | 5 | Sep-23 | 104 | 127 | | | | | | | | | |
| Oct-23 | 7 | Oct-23 | 107 | 131 | | | | | | | | | |
| Nov-23 | 3 | Nov-23 | 101 | 129 | | | | | | | | | |
| Dec-23 | 3 | Dec-23 | 80 | 139 | | | | | | | | | |
| Jan 24-mar 24 | | | | | | | | | | | | | |
| Apr-24 | 1 | Apr-24 | 112 | 153 | | | | | | | | | |
| May-24 | 0 | May-24 | 113 | 172 | | | | | | | | | |
| Jun-24 | 1 | Jun-24 | 93 | 146 | | | | | | | | | |
| Jul-24 | 1 | Jul-24 | 126 | 152 | | | | | | | | | |
| Aug-24 | 3 | Aug-24 | 113 | 159 | | | | | | | | | |
| Sep-24 | 0 | Sep-24 | 102 | 166 | | | | | | | | | |
| Oct-24 | 1 | Oct-24 | 78 | 183 | | | | | | | | | |
| Nov-24 | 1 | Nov-24 | 69 | 212 | | | | | | | | | |
| Dec-24 | 1 | Dec-24 | 68 | 196 | | | | | | | | | |
| Advantage Plus Checkouts by Month | | | | | | | | | | | | | |
| | | | | audio | ebook | | | | | | | | |
| | | | Jun-22 | 1 | 11 | | | | | | | | |
| | | | Jul-22 | 1 | 8 | | | | | | | | |
| | | | Aug-22 | 1 | 11 | | | | | | | | |
| | | | Sep-22 | 1 | 13 | | | | | | | | |
| | | | Oct-22 | 2 | 13 | | | | | | | | |
| | | | Nov-22 | 2 | 21 | | | | | | | | |
| | | | Dec-22 | 7 | 22 | | | | | | | | |
| | | | Jan-23 | 6 | 25 | | | | | | | | |
| | | | Feb-23 | 2 | 29 | | | | | | | | |
| | | | Mar-23 | 2 | 28 | | | | | | | | |
| | | | Apr-23 | 4 | 35 | | | | | | | | |
| | | | May-23 | 5 | 33 | | | | | | | | |
| | | | Jun-23 | 5 | 32 | | | | | | | | |
| | | | Jul-23 | 4 | 22 | | | | | | | | |
| | | | Aug-23 | 6 | 38 | | | | | | | | |
| | | | Sep-23 | 7 | 21 | | | | | | | | |
| | | | Oct-23 | 11 | 24 | | | | | | | | |
| | | | Nov-23 | 12 | 28 | | | | | | | | |
| | | | Dec-23 | 5 | 23 | | | | | | | | |
| Jan 24-mar 25 | | | | | | | | | | | | | |
| | | | Apr-24 | 3 | 25 | | | | | | | | |
| | | | May-24 | 3 | 21 | | | | | | | | |
| | | | Jun-24 | 4 | 12 | | | | | | | | |
| | | | Jul-24 | 5 | 20 | | | | | | | | |
| | | | Aug-24 | 5 | 25 | | | | | | | | |
| | | | Sep-24 | 4 | 20 | | | | | | | | |
| | | | Oct-24 | 4 | 22 | | | | | | | | |
| | | | Nov-24 | 3 | 19 | | | | | | | | |
| | | | Dec-24 | 6 | 23 | | | | | | | | |