



CITY OF YACHATS
YACHATS LIBRARY COMMISSION
MEETING SUMMARY MINUTES
Civic Meeting Room 1, 441 Hwy 101 N. OR 97498
Thursday, October 23, 2025, at 10:00 am

I. Call to Order

II. Roll Call

Commission Members	P/A
David Rivinus, Chair	P
Street Schellhase	P
Layne Morrill	P
Marg Petersen	P

Staff Members	
Kimie Jackson, Recorder	Neal Morphis, City Clerk

III. Announcements and Correspondence - None

IV. Reports

1. [Library Expansion Status Report](#) - Neil presented the Capital Improvement Project report, noting that \$727,000 of the \$880,000 budget had been spent, with \$150,000 remaining for the general contract and \$125,000 reserved for interior furnishings. Construction was nearly complete, with lighting, carpet, and finishes installed. Final HVAC adjustments and walkthroughs were planned, and interior furnishings—including bookcases and seating—were on order. Delays in manufacturing might push delivery into December, but the library remained on track for a January opening. Discussion included installation details, ADA spacing, and seismic anchoring requirements. Commissioners also reviewed plans for paving the driveway and confirmed that electronic installations and acoustic paneling could be completed later if necessary. The commission discussed possible additions for future budgets, such as ADA push-button door openers and other accessibility improvements.
2. [Budget Report](#) (Layne) The Budget Report confirmed that two months into the fiscal year, all categories were at or below 16.6% of annual expenditures, indicating sound financial management. Then discussed the planning for the grand opening

ceremony. Members were asked to compile a list of individuals and organizations deserving of invitations or recognition, including major donors and long-term volunteers. The commission agreed that sponsorship and coordination of the event should be confirmed through the City, given the library's municipal ownership.

3. [From the Library Administrator](#) - Tracy Altson reported on art displays and donations, including an offer from artist Dave Baldwin to gift two paintings to the library, and a proposed plaque honoring longtime children's librarian Jane Shea. The Friends of the Library planned to fund a television monitor to digitally display donor recognitions. Commission members agreed that decisions regarding permanent art and wall décor would be made collaboratively; also outlined proposed library hours: Monday and Friday, 12–4 p.m.; Tuesday through Thursday, 12–5 p.m.; and Saturday, 12–3 p.m., maintaining a consistent noon opening time. The group discussed safety procedures and visibility in the new building, including options for cameras or open sight lines between rooms. A report on e-books and audiobooks showed continued steady growth, with strong usage among local patrons and an expanding digital collection funded through the library's subscription and local purchase program.
4. [Friends of Yachats Library](#) - The Friends of the Yachats Library reported on organizational restructuring following the loss of two board members. The Friends temporarily paused book donations while reorganizing, but fundraising efforts remained strong, including successful book sales and a large online sale. They plan to reduce the number of annual sales while keeping more books available for purchase year-round inside the library.

V. New Business

1. Volunteer Applicant Interview - Ms. McKinnon was not present for this interview. Will reschedule.

VI. [Ongoing Business](#)

1. The commission concluded with a discussion on the future structure of the Library Commission itself, noting that any change to an advisory or workgroup model would be considered after the library's reopening.

Adjourn Yachats Library Commission Meeting 10:49 am

Minutes prepared by Kimmie Jackson, Recorder