

CITY OF YACHATS
Library Commission

April 5, 2016

Chair Dunsdon called the scheduled quarterly meeting of the Library Commission to order at 10:00 a.m. in the Civic Meeting Room of the Yachats Commons. Members present: David Dunsdon, Marion Godfrey, Terri Homer and Nikki Carlson. Audience - 3.

I. Minutes – February 17, 2016

Motion to adopt the Minutes of the February 17, 2016 Meeting, Aye - 4, No - 0.

II. Reports

A. Financial Report – Attached in writing.

B. Volunteer Librarians – Janet Rackleff reported on the upcoming Children's Summer reading program.

C. Friends of Yachats Library – Councilor Dunn reported on the coordination between the Yachats Ladies Club and the Library. Dunn also reported on the success of the Library Book Sale last month. The sale had a net profit of \$5,645.23 which was up from last year. More advertising and more books this year were attributed. April 12th the Friends of the Library will have a meeting to discuss next year's meeting. City Council assigned Dunn to be the liaison between Council and the Library for the strategic plan among other things.

III. Business

A. Budget - Dunsdon met with Carlson, Janet Rackleff and Janet Hickam regarding next year's budget. Added to the next three years capital improvement plan will be an amount of \$20,000 per fiscal year for the west wall of the library for repairs or remodel. Dunn stated she will work with Batchelder and McClung to get an estimate on the wall repair and the time frame of such repair.

B. Building Committee Report - Discussion ensued about a variety of ideas for the future of the Library and the needs for more storage and space for the children's library section. It was decided that a task force was needed to start a needs analysis and research options available for funding. Homer and Godfrey will head up the task force. Councilor Dunn suggested the Commission look at the possibility of the moving to the bank building. The Commission discussed the cost and feasibility of the building.

C. Continued Discussion: Paid Library Manager - Councilor Dunn discussed the process and future of a paid manager and the possible need for one in the future to get new commission member Homer up to speed. Dunsdon asked Carlson and Godfrey to head up a task force to explore the needs of the Library and possible paid manager in the future.

1 D. **Discussion: Strategic Plan** – Dunsdon discussed the fact that the Library has no one
2 person in leadership over the various branches of the library: Friends of the Library,
3 Volunteers and Commission. It was decided that the Commission will meet more often than
4 quarterly and set a date of April 26th at 10am for a work session to discuss such items as the
5 strategic plan.
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8 E. **New Member Work Session – discussed prior.**
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12 **IV. Other Business**
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14 A. **From the Library Commission** – Discussion ensued regarding the Commission review
15 the Library Commission Guide for updating.
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17 B. **From the Floor** – Dunn requested a copy of the Bank building floor plan.
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21 There being no further business before the Library Commission, the meeting was adjourned at
22 11:15 a.m.
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24 Attest:
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28 David Dunsdon, Chair

Linda Wangsness, Deputy City Recorder