City of Yachats

LIBRARY COMMISSION

REGULAR MEETING

October 10, 2017

Minutes

Commission Chair David Dunsdon called the October 10, 2017 work session of the Library Commission to order at 10:00 am in Room 1 of the Yachats Commons. Members present: Marion Godfrey, Nikki Carlson, Nancy Bolton-Rawles, David Dunsdon. Absent: Marv Wigle. Staff present: none. Audience: 4.

I. Approve Minutes

Commissioner Godfrey moved to approve the July 11, 2017 regular meeting minutes: Aye – 4; No – 0.

Godfrey moved to approve the August 8, 2017 work session minutes: Aye – 3; No – 0; Abstain - 1 (Carlson, absent).

II. Financial Report - none

III. Reports

A. Library Volunteers

Librarian Janet Rackleff reported a new router was installed and Wi-Fi is working well.

B. Friends of the Yachats Library

Library Volunteer Sue May reported the Friends have taken action to increase the library's visibility, noting:

1. Bookmarks will be placed in for-sale books
2. Stickers will be placed inside large books and books on CD
3. A new website has been launched at friendsofyachatslibrary.org
4. A FB page has been created under the name, "Friends of Yachats Library"
5. Patty Hodgins, Burgundy Featherkile, and Sandy Dunn are developing a paper brochure
6. They have started using eBay to sell more expensive books. Current sales of 10 books have grossed approximately $660.
7. Signs have been changed to reflect that book sale revenues go to the Friends rather than the library
8. Received 30 cartons of books from the Fireside Bookstore in Newport
9. Thanks to Jane Shay, the Pacific Northwest Booksellers Association will be donating leftover children's books from their convention.
10. They are finalizing a relationship with the Dolly Parton Imagination Library that provides a book each month to children for five years. The cost is $12.50 per child in the first year ($25 in the future years). Rackleff estimates 20 children in the 97498 zip will participate.

IV. Work Group Reports

A. Procedures

Godfrey reported the work group has been doing homework, with a lot of work focused on computer use rules. Their next meeting is Monday, October 16, at 4 pm.

B. Budget/Finance - none

C. Building/Interior

Godfrey noted this topic is tabled until needed in conjunction with Library move. Dunsdon noted there was a discrepancy about the actual donor. The donor was John Lester Hall, Jr.

D. Strategic Plan

Commissioner Carlson reported she made remarks on the Goals and Objectives as indicated in her handout. She struck an Objective 2 in Goal 4 as it was no longer relevant given the pending move. She added A Goal 5 focused on the renovation of the new library. Carlson asked all Commissioners to read through items and select Action Items they wish to work on. Carlson asked to discuss this matter at a work session on November 14, 2017.

Godfrey noted Councilor Barbara Frye had wanted to include plans for reaching out to shut-ins, such as residents at Sea Aire. Sue May noted the program at Sea Aire has been defunct for two years.

E. Website/Marketing

Commissioner Bolton-Rawles reported she met with May and Sandy Dunn to create a website and Facebook page for the library. She noted she met with Dunsdon and Greg Scott about creating a temporary Library website. Scott stated he was willing to allow the library to have an offsite site until the City page is revised, at which time it should become part of the City site.

Bolton-Rawles proposed leading a Wordpress website training for library volunteers.

Bolton-Rawles also noted there was a discussion about branding and logo issues and what should be done in the future. Bolton-Rawles mentioned options like having artist contest to design a logo.

May and Bolton-Rawles noted there was confusion about goyachats.org listing the Friends Book Sale as a facility rather than an organization.

Dunsdon and Commissioners thanked Bolton-Rawles for her excellent work on marketing.

F. 2+2 Committee

Godfrey reported the committee has been meeting regularly and has tabulated input from volunteers on their ideal library. The committee is ready to take a next step of approaching an architect regarding design. She reported John Moore has been working to sell the bank vault boxes. Jonathan Pincus conducted a building inspection of the 501 Building and the committee is waiting on his report. The completion date is TBD.

V. Decision Items

A. Change of Library Name

Godfrey moved to change the name from the "Yachats City Library" to the "Yachats Community Library:" proceed to discussion

Godfrey explained the change is to reflect their efforts to be more integrated in the community. Rackcleff noted the majority of library volunteers favored "community" but others favored "public" as they thought public was more inclusive. May noted the correct name is City, and the library should use the legal name on promotional and marketing materials. Godfrey noted a legal name is needed for applying for grant funding. Yvonne Wulff stated she prefers "public" because the library serves more than just the local community. Wulff also noted this country has a long history of knowing that a public library is open to anybody. Wulff added that the library does belong to the City and is therefore a public entity. Godfrey and Dunsdon indicated they do not have strong opinions in either direction. Carlson noted they could use the phrasing, "City of Yachats Public Library." Godfrey noted this distinction might be due, in part, to how the library is funded. Godfrey suggested keeping the name as is until the opening in the new location. May noted promotional items are being created now that need to reflect the accurate name so there is urgency at present to make a decision.

Vote on motion: Aye – 0; No – 4.

Godfrey moved to change the name from "Yachats City Library" to "Yachats Public Library:" Aye – 4; No – 0.

Dunsdon indicated he would contact Mayor Stanley to get this discussion on the City Council Agenda.

VI. Other Business

A. From the Commission

Dunsdon noted this meeting would be the last regular Library Commission that he will chair and expressed his appreciation for the work of Commissioners and his honor and pleasure to serve in this capacity.

B. From the Floor - none

With no further business before the commission, Dunsdon adjourned the meeting at 10:51 am.

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David Dunsdon, Chair Date

Minutes prepared by H.H. Anderson on October 10, 2017