



City of Yachats
LIBRARY COMMISSION
Work Session
February 12, 2019

Approved Minutes

I. Call to Order

Chair Marv Wigle called the February, 2019 work session of the Library Commission to order at 10:08 am in Room 3 of the Yachats Commons. Members present: Marion Godfrey, Nikki Carlson, Dianne Allen, David Rivinus and Marv Wigle. Staff present: none. Audience: 2.

II. Discussion 2019-2024 Strategic Plan

Wigle stated he wanted to finalize the Strategic Plan draft and to establish a plan for follow through on the Plan.

A. Strategic Plan Draft review

Commissioner Carlson indicated they would work from Wigle's January 30, 2019 draft. Carlson summarized there were four goals.

Goal 1, Objective 1: Godfrey suggested removing "rewards" from Objective 1. The Commission agreed to this change so the sentence reads, "Continue and enhance the recruitment, support, and training for volunteers."

Goal 1, Objective 3: Remove "members" from the first sentence to read, "Develop position description positions for the Library Commissions."

Barbara Frye noted there should be specific descriptions for the librarian position, and Godfrey indicated that would be in the Policies document.

Goal 2, Objective 1: Rivinus asked for clarification on the role of the Commission in expanding the Children's Reading Program. Wigle indicated the Commission would have to define that. Godfrey asked to add summer programs to the Objective to read, "Expand the Children's Reading and other library-related programs."

Goal 3, Objective 2: Change to read, "Periodically investigate, acquire, and install "state of the art" computer systems for library operations, including catalog software."

Goal 4, Objective 2: Commissioners discussed ways advancing the ability to write grants.

Goal 4, Objective 5: Godfrey stressed the need to get into e-books, such as through the Chinook Library Network. Carlson noted this objective was not a requirement but a suggestion to explore.

1 Goal 4, Objective 6: Delete the introductory “Develop and pursue a long-range plan to” part to
2 so the objective begins, “Assess the need for establishing paid positions in library
3 management...”

4
5 Rivinus clarified that there was no prioritization between the goals, noting Goals 1, 2, and 4 were
6 more philosophical and Goal 3 was more “nuts and bolts.” Godfrey suggested numbering the
7 goals with letters (A-D) rather than numerals (1-4). The Commission agreed to this change.
8

9 Carlson indicated she would give a draft to Janet Hickam and Janet Ratcliff for their review.
10 Wigle indicated they could approve the Plan at the April 2019 quarterly meeting.
11

12 **B. Implementation Plan**

13 Wigle asserted the Commission needed to establish some means of accountability for
14 implementing the goals, such as assigning goals or objectives to individual Commissioners.
15 Rivinus suggested they first needed to identify what the most immediate needs were. Frye
16 suggested the Commission could establish task forces to focus on particular topics. Carlson
17 suggested they work with the “Janets” because of their historical knowledge of what has been
18 done and what was successful. Allen added that volunteer Yvonne Wulff would have historical
19 knowledge as well.
20

21 The Commission discussed development of programs to expand access such as getting books to
22 Sea Aire.
23

24 The Commission decided to look at who might already be working on various objectives and
25 then assign objectives to individual Commissioners. Commissioners agreed to research the
26 history of what the Library has tried to do before the April 2019 meeting. Volunteer Sara Moore
27 suggested the Commission talk to Manager Beaucaire about the issues addressed in Goal 3.
28 Wigle added that he would like to have a City Manager’s report at their quarterly meetings.
29 Godfrey noted Goal 4, Objective 3 should be reviewed by the City Manager as well.
30

31 **III. Other Business**

32 **A. From the Commission** - none

33 **B. From the Floor** - none
34

35 Wigle closed the meeting at 11:12 am.
36
37
38
39
40

41 _____
Marv Wigle, Chair

Date

42
43
44 Minutes prepared by H.H. Anderson on February 17, 2019