City of Yachats

LIBRARY COMMISSION

REGULAR MEETING

July 11, 2017

Minutes

Commission Chair David Dunsdon called the July 11, 2017 regular meeting of the Library Commission to order at 10:00 am in Room 1 of the Yachats Commons. Members present: David Dunsdon, Nikki Carlson, Marion Godfrey, Marv Wigle, Nancy Bolton-Rawles. Absent: none. Staff present: none. City Councilor Barb Frye. Audience: 5.

I. Minutes

Commissioner Wigle moved to approve the minutes of the June 13, 2017 Work Session and the June 20, 2017 Special Regular Meeting: Aye – 4; No – 0; Abstain – 1 (Bolton-Rawles not on Commission at that time).

II. Financial Report

Commissioners accepted the Financial Report in the meeting packet.

III. Reports

A. Library Volunteers

Librarian Janet Hickam reported the Children's Summer Reading Program is going well.

B. Friends of the Library - none

IV. Work Group Reports

A. Budget/Finance – none

B. Procedures

Commissioner Godfrey stated she needs to set up a committee meeting with volunteers and Commissioner Carlson to work on documenting procedures, such as an evacuation plan and how to manage computer systems.

C. Strategic Plan

Godfrey moved to approve the Library Strategic Plan: Aye – 5; No – 0.
Chair Dunsdon thanked Commissioners Godfrey and Wigle for their work in this area.

D. Building Interior – none at this time

E. Recommendation on 501 Building

Carlson moved to recommend the Library move to the 501 Building: Aye – 5; No – 0.

F. Memo of Understanding with the City Council

Godfrey moved to approve the MOU with the City Council.

Wigle noted he would have liked to have had time for the volunteers to review the MOU prior to this meeting.

Vote on motion to accept the July 12, 2017 Memo of Understanding with the City Council: Aye – 5; No – 0.

Sue May asked for a summary of what the MOU states. Dunsdon indicated this MOU is the “improved version” of what was discussed at the last Council Meeting on July 5, 2017. Dunsdon noted two Library Commissioners and two City Councilors will meet to work out details of the move. Commissioners discussed who would serve on that committee.

Sue May reported she sent an email to Councilor Greg Scott indicating she learned from the Ford Foundation that the Foundation will not make grants on renovating an existing building or paying down the mortgage on a building. May noted this fact would affect calculation of matching monies in grant applications.

Godfrey stated she would check with the State Library to see if there are rural library grants. Dunsdon indicated he would leave the responsibility to find grants with the City Council and the subcommittee. Godfrey noted the Philomath Library was remodeled with grant money and she would find out who the grantors were.

Wigle clarified he misspoke that the financing of the 501 Building by stating there was a mortgage on the property when the building was paid in full by the City through funds transfers. The transfer must be repaid within 10 years of the transfer date.

V. Other Business

A. From the Commission

Godfrey wanted to pursue the creation of little library boxes as a service to the community and to get older paperbacks back into use. Dunsdon indicated the Friends of the Library might be willing to pay for some construction. Hickam noted they do sell books at the library and there are already several little boxes around town. She raised concern over who would stock the boxes and how many books they wanted to give away.

Sue May suggested buying a shelf for the Commons borrowing center so that it does not get lost through facilities management again. Audience and commissioners discussed which books would be recirculated and when.

B. From the Floor

Hickam thanked the Commission for their work on the 501 Building project. Dunsdon again thanked Carlson and Wigle for their work in this area.

VI. Next steps

Commissioners indicated they wanted work sessions before their next quarterly meeting. Dunsdon asked Anderson if she would schedule work sessions for August and September 2017.

Councilor Frye asked the Commission to appoint their work group members soon. Dunsdon indicated he will make the appointments in a timely manner.

With no further business before the commission, Dunsdon adjourned the meeting at 10:26 am.

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David Dunsdon, Chair Date

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Minutes prepared by H.H. Anderson on July 11, 2017