

## CLB Meeting Minutes for July 16th, 2024

### Attending:

#### Board Members:

Barbara Caffey, Chair, Small Cities/Dora; Cathy Larcom-Johnston, Small Cities/Dora; Carol Ventgen, North Bend in City; Tara Johnson, Unincorporate; Adrian Deleone, Coos Bay Outside City Limits.

#### Library Directors:

Christine Kingsbury, Bandon Director; Cheryl Young, Lakeside Director; Sami Pierson, Coos Bay Director; Joanie Bedwell, Powers Director; Teresa Lucas, Coquille Director; Haley Lagesse, North Bend Director

#### Guests:

Sandy Stauffer, Powers Library Board

#### Agenda Changes:

No changes

#### Minutes Approval:

**Cathy** – clarifying that the transition plan is not over 3 years but rather 5.

*Carol moves to approve the minutes from the February 27th, 2024, meeting. Adrian seconds. All in favor. Motion passes.*

#### New Business:

#### Distribution Consultant Discussion:

**Stacey** – Distribution Consultant, Ruth Metz has resigned from working with CCLSD on the Distribution Formula. The directors are in agreement that they would still like to have a consultant look at the formula.

**Cathy** – Would like to move forward with the Distribution Formula as is, no hiring a consultant.

**Sandy** – Believe it would be hard for the CLB to be objective in their annual review of the formula as they are too immersed in it. Powers has not liked it from the beginning since they are losing money every year. They want a consultant to look at it objectively with no bias to any one library or area.

**Tara** – The CLB is objective as they represent a broad piece of the community. She herself uses most of the libraries on a regular basis. And that as members that are from different parts of the county, the CLB has gone out of their way to make sure that they are able to represent everyone equally. If the directors feel that they would like to hire a consultant she is ok with that, but she does not feel that it is imperative. Some libraries will lose money, and some will gain money.

**Sandy** – Why will it be re-evaluated every year if the CLB feels it is already etched in stone.

**Tara** – We agreed to re-evaluate the formula every year to make sure that it is functioning as it should.

**Sandy** – If the city of Coquille was already paying for a consultant why couldn't you wait to see what her formula suggestions were.

**Barbara** – That consultant was only hired by Coquille to do an evaluation and then the actual formula work (cost unknown) would have had to be covered by someone else.

**Sandy** – The CLB doesn't know what the outcome would have been because you didn't allow the process to start.

**Cathy** – The process started but she resigned because the CLB wanted to be present in the focus groups. CLB plays a huge role, and they were not allowed to participate in why we are here.

**Barbara** – What were all the library director's opinions on a new consultant?

**Cheryl** – Is on board with hiring a consultant if it goes through the ESO office.

**Haley** – Is onboard to have a new consultant, with a similar scope of work, be hired through the ESO. North Bend Library Board is also on board. The hope is that the recommendation the CLB comes up with after looking at the consultant report is the final step to find a conclusion.

**Teresa** – Wants to hire a consultant.

**Sami** – It's fine to have an outside consultant to look at what we have done and/or if they have a light bulb moment.

**Christine** – Would like to see the formula we have in place move forward, however if the group would like to hire a consultant through the ESO and CLB and stick to the timeline that we are on with no delays she is ok with that.

**Barabara** – Would we have to push out the BOC meeting.

**Cathy** – The BOC just wanted a report with where we are, so we can just give them an update at that time.

**Carol** – A consultant – seems to be a good idea. The original directive from the BOC when we started this process was that we find a formula based upon data that is available for all to see that makes sense. It should be easy to gather and should be verifiable.

**Cheryl** – Whatever this consultant comes up with, after being looked at and evaluated by the directors and the CLB, the directors need all agree that they will honor that.

**Adrian** – The consultant is a good idea so that everyone gets to have their say and gets their point across. The CLB has already approved this current formula, so we really need to get this wrapped up quickly so that we can have it all figured out for next fiscal year.

**Stacey** – We were pushed till that last minute last year which really caused issues with budgeting. Hopefully we can get everything wrapped up in the next couple months so that the libraries know what to anticipate. I will work on getting a group of candidates together and a scope of work for the CLB to look at and approve at the next meeting. We need approval from the CLB to look at consultants.

*Carol makes a motion to look for consultants to provide proposals for evaluating the distribution Formula under the auspices of the CLB and the ESO to clarify how we would go about it. Adrian Seconds. 4 in favor: Barbara, Adrain, Carol, Tara. 1 opposed: Cathy. Motion passed.*

**Cathy** – Are we keeping the BOC meeting as is?

**Stacey** – Yes, it is already on the schedule for Tuesday October 15<sup>th</sup> at 2:00 PM

**SMS Texting Privacy Policy Approval:**

**Stacey** – We have been working on getting a service that will allow us to send patrons their hold notices through text message. The company's carrier requires an opt in/out privacy policy be on the website so patrons can find it. We need approval from the board on the proposed policy.

**Barbara** – Will the patrons be getting a copy of this?

**Stacey** – We are only required to have it posted on the cooslibraries.org website. Handing out to patrons is possible if the libraries decide to do that.

*Tara moves to approve the policy as written. Seconded by Carol. All in favor. Motion passes.*

**ESO Report:**

**Stacey** – Employees are doing great. Slight issues with courier timing due to Curry County courier getting to Bandon later than usual. We are working through it though. Budget spending was under for the year.

**Directors Reports:**

**Bandon:**

ESO funding performers for Summer Reading has been very helpful. 200 people attended reptile program. Received grant from South Coast Early Learning Hub so that they could start doing 3 story times/week

**Coos Bay:**

Have drum ensemble coming to perform at Mingus Park this Saturday for summer reading.

**Coquille:**

Continuing with summer reading. Everyone loves it.

**North Bend:**

Having the former title wave funds to use for summer reading performers has been fantastic. Added so much variety. Hired roofers to get the remodel started. Finally getting new doors after raising money for them since 2015. The city approved a \$1.2 million interior renovation to begin in the fall.

**Lakeside:**

Summer reading excitement. We had 87 people for the reptile guy. Could never have afforded the quality of performers we have gotten. Maybe 1 but not 4. Starting the last bit of RFID tagging on children's books. New city manager.

**Powers:**

Busy with summer reading. Performers were awesome.

**Stacey** – At the last directors meeting we were leaning toward using the former title wave fund to pay for performers going forward. No firm decisions but leaning that way.

**Next meeting:**

To be determined