



CLB Meeting Minutes for March 28th 1:00pm

Attending Board Members: Barbara Caffey Small Cities/Dora, Cathy Larcom Johnston Small Cities/Dora, Adrian Deleon Coos Bay out of town, Frances Smith Coos Bay in Town

Attending Directors: Christina Coffman Coos Bay Library Deputy Director, Stacey Nix ESO Administrator, Cheryl Young Lakeside Library Director, Christine Kingsbury Bandon Library Director, Cody Barkdull Bandon Assistant Library Director, Amy Bruno Myrtle Point Library Director, Joanie Bedwell Powers Director, Betty Vaughn Dora Director.

Agenda Additions

Barbara wanted to add Rural seat discussion to the agenda.

Minutes approval.

Cathy questioned the wording regarding the formula base mentioned in the previous minutes. Stacey stated that the minutes were recorded as they were stated by Haley and that changes could not be made to the minutes in this situation. Frances motions to approve minutes, Adrian seconds. All in favor. Motion passes

Old Business

ESO Collection Management Policy –

Stacey reviewed notes from the last meeting and made adjustments to the policy. Adrian had a question about where weeded items go. Stacey states that ESO puts their weeded items on carts around the county for people who can't make it into libraries. Unless they are in very poor condition then they are thrown out. Frances makes motion to approve the ESO collection development policy. Cathy seconds. All in favor. Motion passes.

New Business-

ESO Budget-

Stacey goes over ESO budget for 2023-2024 fiscal year. Carryover \$250,000. ESO to pull \$720,520 from the tax base. No other major changes to the budget. Office Supplies are increasing as new library cards need to be ordered. Small Equipment is going up due to firewall and wireless switch upgrades at all the libraries. Vehicle overlay stays the same due to not receiving the new courier van yet. Adrian asked about why the expenses for personnel have gone up so much. Stacey states that the current personnel are a lot less due to being short an employee. Frances wanted to know who had approved this budget already. Stacey states that ESO created it, City of Coos Bay has looked it over as ESOs fiscal agent and

now it needs recommendation from the CLB and then it will be presented to the Commissioners. Adrian moves to approve the 2023-2024 ESO Budget. Cathy seconded. All in favor. Approved.

Allocation committee seat vacancy-

Cathy and Barbara both volunteer to fill the vacant board member seat on the committee. Frances makes a motion to appoint Cathy to the allocation committee as the second board member. Adrian Seconds. All in favor. Motion passes.

The directors group asked the committee to update the timeline for the formula.

Christine wants to encourage the board to have the committee fix and implement the new timeline. Christine states that Bandon will be \$40,000 short with her next budget year and would like to see the process completed as soon as possible. Christine asked the board to put her on the committee as a second Director to help speed up the process. Frances stated that it is not possible to have a decision by next fiscal year. Frances asked if the committee meetings were closed. Stacey states that the committee meetings are meant for the members and that Haley will take the things that were discussed and bring them to the directors group. Cheryl stated that she would also like to see progress made on the new formula. Cheryl suggested that having a library that would benefit from the formula on the committee since Haleys library is one that will lose money would be beneficial. Stacey stated as a office that is not affected by the formula that the North Bend Library that is directed by Haley is actually one of the middle libraries that is not set to loose or gain a significant amount, thus making it easier for them to be a no bias member of the committee. Christine wants to reiterate that some of the libraries are hurting right now and really need to see progress on this formula. Stacey says she will go through the bylaws and see if there are any regulations regarding committee structures. Cathy suggested that Stacey look through the bylaws and any minutes from when the committee was established before the next allocation meeting. Stacey says that her current priority is prepping for the budget meeting with the commissioners, but she will try to find the information as soon as possible. Barb brings up a letter from Bandon Library's Board regarding their concerns about the formula.

Rural County Board seat –

The board is still looking for someone to fill the Rural seat. Betty clarifies that this seat is for someone that lives in an unincorporated area not in School District 9 or 13.

ESO Report

Stacey states that ESO is short-staffed and on the look for a new outreach tech.

ESO budget

ESO is under budget. We have used 47% of the 67% elapsed for Materials and Services.

Director's report

Cheryl – Had rockin' bingo event. Had 60+ patrons. Is not getting help from her city administrator so she is trying to figure out all the budget stuff herself.

Christine – Assistant Director received a scholarship to OLA.

Amy – Library is getting roof installed. Getting ready for more construction stuff.

Joanie – Getting ready for Summer Reading. Getting ready for their annual bike ride.

Betty – Completed shelving project. The board is searching for her replacement as she is retiring.

Christina – Brought stickers for everyone showcasing one of their new projects. The Read across America event went well.

Next Meeting

No next meeting scheduled.

Meeting ended at 1:58 pm