



CITY OF OREGON CITY LIBRARY BOARD AGENDA

Conference Room (2nd Floor), Oregon City Public Library, 606 John Adams St, Oregon City
Wednesday, June 25, 2025 at 5:00 PM

Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
- Attend the livestream of the meeting on the City's YouTube Channel:

<https://www.youtube.com/user/CityofOregonCity>

- Register to provide electronic testimony (email dbutcher@orc.org by 3:00 PM on the day of the meeting to register)

- Email dbutcher@orc.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES

- a. Minutes of the May 28, 2025 regular meeting

3. LIBRARY DIRECTOR'S REPORT

- a. May, 2025 Director's Report and Library Statistics

4. PUBLIC COMMENTS

Please see the public comment guidelines below.

5. DISCUSSION ITEMS

- a. Nomination of Library District Advisory Committee (LDAC) Representative
- b. Library District Task Force discussion

6. COMMUNICATIONS

7. ADJOURNMENT

PUBLIC COMMENT GUIDELINES

When a public comment period is included on a meeting agenda, members of the public are allowed up to three minutes to address the Library Board on any topic. Members of the Library Board do not generally engage in dialogue with those making comments but may refer any questions or issues raised to the Library Director. Any written comments or materials must be provided at least 48 hours prior to the meeting to Denise Butcher, Library Operations Manager (dbutcher@orc.org, 503-496-1601).

ADA NOTICE

The location is ADA accessible. Individuals requiring hearing devices or other assistance must make their request known 48 hours preceding the meeting by contacting Denise Butcher, Library Operations Manager (dbutcher@orc.org, 503-496-1601).

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the [Oregon City's website](https://www.oregoncity.org) and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for

Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.



**CITY OF OREGON CITY
LIBRARY BOARD
REGULAR MEETING MINUTES**

**Conference Room (2nd Floor), Oregon City Public Library, 606 John Adams St,
Oregon City**

Meeting

Wednesday, May 28, 2025 at 5:00 PM

Remote attendance for this meeting is available via Zoom; please contact Denise Butcher (dbutcher@orccity.org) for the meeting link.

CALL TO ORDER

David Goldberg called the meeting to order at 5:00 pm.

ROLL CALL

Members Present: Heidi Blackwell, Bill Carton, David Goldberg, Lisa Oreskovich, Larry Osborne, and Laurie Sponaugle were present in person.

Staff Present: Greg Williams, Library Director, was present in person.

APPROVAL OF THE MINUTES

1. Minutes of the April 30, 2025 Regular Meeting

Bill Carton moved to adopt the Minutes of April 30, 2025 as submitted. Lisa Oreskovich seconded the motion. Heidi Blackwell, Bill Carton, David Goldberg, Lisa Oreskovich, Larry Osborne, and Laurie Sponaugle voted aye. The motion passed.

LIBRARY DIRECTOR'S REPORT

2. April 2025 Director's Report and Library Statistics

Greg Williams provided updates on new shelving and equipment, the selection of a self-check vendor, the hiring of the Youth Services Librarian position (a discussion regarding the hiring process followed), and Library Park tree maintenance. Greg reported that the City budget would likely be approved June 4. Greg shared that grant money through the Library Services and Technology Act (LSTA) for the Outreach Vehicle would not be available, as ongoing Federal funding uncertainty had led the State Library of Oregon to cancel this year's LSTA competitive grant program.

PUBLIC COMMENTS

None.

DISCUSSION ITEMS**3. Tactical Plan Q3 Update**

Greg provided updates regarding a new Request for Proposal (RFP) for book lockers, per Clackamas County Procurement's wishes, and the customization of metrics and statistics to share with the Board, as requested by the Data Subcommittee. Discussion about the RFP process followed.

4. Future Strategic Planning

It was acknowledged that the focus areas of the current plan remained relevant and the division of Strategic and Tactical Plans was effective and should be continued. A plan for Staff to create and submit a new Tactical Plan to the Board was discussed.

Larry Osborne moved to extend the existing strategic focuses to the next biennium and request Staff to draft a working Tactical Plan to support the Strategic Plan. Heidi Blackwell seconded the motion. Heidi Blackwell, Bill Carton, David Goldberg, Lisa Oreskovich, Larry Osborne, and Laurie Sponaugle voted aye. The motion passed.

COMMUNICATIONS

Chair David Goldberg provided updates about his past and upcoming meetings with local City, County, and Library leaders regarding the new Library District Task Force and the position a new ballot measure would be needed. David and Greg Williams anticipated attending all public Task Force meetings.

Library Foundation—The Foundation discussed the fundraising campaign and talking points about outreach efforts. Discussion about public and professional understandings and expectations of outreach vehicles vs bookmobiles followed.

Friends of the Library—Friends provided funds for Teen and Adult Summer Reading Program prizes, ice cream for the end of Summer Reading Party, and give-away book copies for Juneteenth. Friends found an additional buyer of excess inventory and was developing a customer survey.

Teen Advisory Committee (TAC)—TAC did not meet in May; their last meeting of the year was scheduled for June.

Chair David Goldberg appointed Laurie Sponaugle liaison to Because Accessibility Matters (BAM) after she expressed interest.

ADJOURNMENT

David Goldberg adjourned the meeting at 5:49 pm.

Oregon City Public library
Monthly Statistical Report
Reporting period: **May, 2025**

PATRON STATISTICS

	Current Month	FY 24/25 YTD	Last Month	Same Month Last FY	FY 23/24 YTD
New Patron Registrations	256	5,599	415	253	3,209
Total Registered Patrons	23,348	23,348	23,082	18,604	18,604
Library Visitors (Ins)	13,804	139,288	12,896	13,143	142,466
Library Visitors (Outs)	13,485	136,681	12,622	12,779	139,967

CIRCULATION (includes 1st-time circ and renewals)

Adult materials	15,389	169,333	15,639	14,684	164,083
YA materials	1,761	21,054	1,967	1,843	22,230
Children's materials	17,271	197,134	17,581	17,871	203,304
Electronic materials	10,395	104,732	9,859	9,024	91,637
Total Circulation	44,816	492,253	45,046	43,422	481,254

1st Time Circulation (Physical)	20,654	237,062	20,616	20,531	244,001
1st Time Circulation (Self-Check)	18,485	209,312	18,197	18,525	225,545

Holds received from other libraries	13,392	53.2%	146,956	52.9%	13,572	53.0%	12,382	51.3%	143,265	52.8%
Holds sent to other libraries	11,763	46.8%	130,832	47.1%	12,022	47.0%	11,760	48.7%	127,910	47.2%

CIRCULATION DEMOGRAPHICS

Borrowers - City Residents	1,732	56.3%	n/a	1,838	57.6%	1,738	57.0%	n/a
Borrowers - Unincorporated Residents	1,074	34.9%	n/a	1,085	34.0%	1,042	34.2%	n/a
Borrowers - Other	268	8.7%	n/a	268	8.4%	271	8.9%	n/a

Service Area Pop - City	38,049	62.6%	n/a	38,049	62.6%	37,786	61.4%	n/a
Service Area Pop - Unincorporated	22,693	37.4%	n/a	22,693	37.4%	23,752	38.6%	n/a

TECHNOLOGY

Internet Sessions	576	6,986	634	620	7,422
WiFi Sessions	778	8,286	819	770	7,997

SOCIAL MEDIA / EMAIL

Facebook followers	4,777	n/a	4,762	4,704	n/a
Instagram followers	2,704	n/a	2,678	2,500	n/a
Twitter followers	910	n/a	913	981	n/a
YouTube subscribers	406	n/a	405	390	n/a
YouTube unique viewers	345	n/a	269	264	n/a
YouTube views	498	4,614	309	346	6,270
Email newsletter subscribers	5,836	n/a	5,808	5,450	n/a

See monthly Hootsuite report for additional social media statistics

FINANCIAL

See monthly Budget to Actual report

ELECTRONIC RESOURCES

Kanopy plays	429	4,400	353	429	3,312
Kanopy cost	\$ 371	\$ 4,459	407	\$ 389	3,707
Kanopy average cost/play	\$ 0.86	\$ 1.01	\$ 1.15	\$ 0.91	\$ 1.12

SERVICE DESK INQUIRIES

Ready Reference	473	5,882	530	545	7,528
Reference	89	928	81	92	998
Technology Assistance	162	1,842	165	152	1,827

FACILITIES

Conference Room - Bookings	47	566	57	59	585
Conference Room - Hours Available	226	2,228	232	228	2,470
Conference Room - Hours Booked	99	916	104	86	942
Conference Room - Occupancy Pctg	43.8%	41.1%	44.8%	37.7%	38.1%

Community Room - Bookings	55	491	56	47	512
Community Room - Hours Available	226	2,228	232	228	2,470
Community Room - Hours Booked	105	876	110	101	880
Community Room - Occupancy Pctg	46.5%	39.3%	47.4%	44.3%	35.6%

LIBRARY PROGRAM STATS - May, 2025

DATE	PROGRAM	PRIMARY AGE GROUP	FORMAT	TOTAL ATTENDANCE/ENGAGEMENT
5/1/2025	Teen Book Subscription Box - Summer 2025	Ages 12-18	Live/Hybrid-Onsite	16
5/1/2025	Weekly Storytime	Ages 0-5	Live/Hybrid-Onsite	30
5/1/2025	One-on-One with a Financial Advisor	Ages 18+	Live/Hybrid-Onsite	4
5/1/2025	Elevated Readers Book Club	Ages 18+	Live/Hybrid-Onsite	14
5/2/2025	First Fridays Arts & Culture Theodore Roosevelt:	Ages 18-25	Live/Hybrid-Onsite	7
5/4/2025	May the Fourth Star Wars Celebration	General Interest	Live/Hybrid-Onsite	800
5/5/2025	Monday Meditation Calm within Chaos	Ages 18-25	Live-Virtual ONLY	4
5/6/2025	Weekly Storytime	Ages 0-5	Live/Hybrid-Onsite	38
5/6/2025	Genealogy Interest Group	Ages 18+	Live/Hybrid-Onsite	9
5/7/2025	Music & Movement 6-Week Class	Ages 0-5	Live/Hybrid-Onsite	21
5/7/2025	Art Lab Session A Sun Catchers	Ages 0-5	Live/Hybrid-Onsite	27
5/7/2025	Art Lab Session B Sun Catchers	Ages 0-5	Live/Hybrid-Onsite	28
5/7/2025	Switch Lounge	Ages 12-18	Live/Hybrid-Onsite	8
5/8/2025	Weekly Storytime	Ages 0-5	Live/Hybrid-Onsite	20
5/8/2025	Gardiner STEAM Night	Ages 12-18	Live/Hybrid-Offsite	6
5/9/2025	Oregon City Writers Group	Ages 18+	Live/Hybrid-Onsite	6
5/10/2025	LEGO Lab 10:30	Ages 0-5	Live/Hybrid-Onsite	9
5/10/2025	LEGO Lab 11:30	Ages 6-11	Live/Hybrid-Onsite	0
5/12/2025	B.A.M. LEGO Lab	Ages 18+	Live/Hybrid-Onsite	32
5/12/2025	B.A.M. Movie Matinee	Ages 18+	Live/Hybrid-Onsite	38
5/12/2025	Monday Meditation Calm within Chaos	Ages 18-25	Live-Virtual ONLY	5
5/13/2025	Weekly Storytime	Ages 0-5	Live/Hybrid-Onsite	35
5/13/2025	Young Teen Art Gallery 8-Bit Art [Redland Grange]	Ages 10-14	Live/Hybrid-Offsite	3
5/14/2025	Music & Movement 6-Week Class	Ages 0-5	Live/Hybrid-Onsite	25
5/14/2025	Switch Lounge	Ages 12-18	Live/Hybrid-Onsite	2
5/14/2025	Young Teen Craft Lab 8 Bit Art Wall	Ages 10-14	Live/Hybrid-Onsite	3
5/15/2025	Weekly Storytime	Ages 0-5	Live/Hybrid-Onsite	10
5/15/2025	One-on-One with a Financial Advisor	Ages 18+	Live/Hybrid-Onsite	3
5/18/2025	Paper Embroidery Bookmarks (TEENS & YOUNG	Ages 18-25	Live/Hybrid-Onsite	4
5/18/2025	Creative Kits May	General Interest	Self Directed	250
5/19/2025	Bonus Storytimes	Ages 0-5	Live/Hybrid-Onsite	22
5/19/2025	Monday Meditation Calm within Chaos	Ages 18-25	Live-Virtual ONLY	4
5/20/2025	Holcomb 1st Grade Field Trip	Ages 6-11	Live/Hybrid-Onsite	74
5/20/2025	B.A.M. Online Trivia	Ages 18+	Live-Virtual ONLY	3
5/21/2025	Art Lab Session A Maya Lin Sculptures	Ages 0-5	Live/Hybrid-Onsite	22
5/21/2025	Art Lab Session B Maya Lin Sculptures	Ages 0-5	Live/Hybrid-Onsite	11
5/21/2025	Switch Lounge	Ages 12-18	Live/Hybrid-Onsite	4
5/22/2025	Bonus Storytimes	Ages 0-5	Live/Hybrid-Onsite	22
5/22/2025	Family Movie Dogman	Ages 0-5	Live/Hybrid-Onsite	18
5/22/2025	Book Chat at Gilman Grove	Ages 18+	Live/Hybrid-Offsite	7
5/23/2025	Bonus Storytimes	Ages 0-5	Live/Hybrid-Onsite	19
5/23/2025	Oregon City Writers Group	Ages 18+	Live/Hybrid-Onsite	7
5/25/2025	Chess Drop-In	Ages 0-5	Live/Hybrid-Onsite	10
5/27/2025	Fireside Book Chat	Ages 18+	Live/Hybrid-Offsite	3
5/28/2025	Switch Lounge	Ages 12-18	Live/Hybrid-Onsite	8
5/31/2025	Talking About Values Across Political Divides	Ages 18+	Live/Hybrid-Onsite	5
5/31/2025	Community Puzzle Table-May	General Interest	Self Directed	215
5/31/2025	Critter Quest-May	General Interest	Self Directed	350
5/31/2025	Coloring Sheets-May	General Interest	Self Directed	210
5/31/2025	Scavenger Hunt-May	Ages 6-11	Self Directed	200
	Total Programs	50	Total Participation	2671



Library Board Report

May 01 - May 31, 2025

Fans 4,286 fans	New Fans 11 new fans	Posts 68 posts	Engagement > Type No data
Post Reach 17,459 users	Top posts > Reach 0 Oregon City Public Library May 04, 21:09 (Post with no description) 1,744 reach 0 Oregon City Public Library May 04, 22:51 Mandalorians staring down a stormtrooper...tense. 840 reach 0 Oregon City Public Library May 06, 20:30 (Post with no description) 730 reach		
Post Likes 227 likes	Top posts > Reactions 0 Oregon City Public Library May 10, 18:09 Teddy Bear parade! Book bike inaugural ride. #ocplbookbike 30 likes and reactions 0 Oregon City Public Library May 06, 20:30 (Post with no description) 27 likes and reactions 0 Oregon City Public Library May 04, 22:51 Mandalorians staring down a stormtrooper...tense. 21 likes and reactions		
Followers 2,702 followers	New followers 37 followers	Profile visits 0 views	Website clicks 0 website taps
Posts 56 posts	Top Posts > Reach 0 oregoncitylibrary May 10, 22:44 #ocplbookbike Inaugural ride 485 reach 0 oregoncitylibrary May 07, 02:01 Big thank you to everyone that joined us for May the 4th! A special Thank You to all of the cosplayers who showed off their awesome 474 reach 0 oregoncitylibrary May 04, 23:02 Vader! 455 reach		

Post engagement 582 engagements	Top posts > Likes 0 oregoncitylibrary May 07, 02:01 Big thank you to everyone that joined us for May the 4th! A special Thank You to all of the cosplayers who showed off their awesome 62 likes 0 oregoncitylibrary May 20, 15:55 Critters Lobo, Keith, Joey, Totes, Unicorn, and Tabasco are taking their reading skills to the next level! How will YOU level up at the 40 likes 0 oregoncitylibrary May 04, 23:02 Vader! 40 likes		
Followers 909 followers	Tweets 38 tweets	Mentions 0 mentions	Engagement > Type Likes 2 Quote tweets 0 Replies 0 Retweets 0
Top tweets > Engagements @ORCityLibrary May 11, 22:00 YES! We love fiber arts! Please join us for our Yarn Enthusiasts Society crochet & fiber arts meetup. This group is facilitated by a local crochet artist who will provide 3 engagements @ORCityLibrary May 08, 15:30 The library will close at 3:30pm today for fire drills and all staff meeting. https://twitter.com/ORCityLibrary/status/1920501532224536 2 engagements @ORCityLibrary May 31, 00:00 Tuesday and Thursday storytimes return Tuesday, June 3! Storytimes will run all summer, they do count as reading for Summer Reading Challenge. All storytimes start at 10:15. 1 engagements			

Report sources

Analytics

Facebook Pages

 Oregon City Public Library

Twitter

 @ORCityLibrary

Instagram Business

 oregoncitylibrary



Biennium Budget Report Y2 by Category

through May, 2025

	2023-2024 Budget	2023-2024 Balance	Year 1 Difference	2024-2025 Budget	May 2024-2025 Activity	2024-2025 Balance	2024-2025 Encumbrance	Biennium Difference
4 - Revenue								
43 - Intergovernmental Revenues	2,744,700.00	2,869,203.17	-124,503.17	2,819,900.00	0.00	2,952,137.41	0.00	-256,740.58
44 - Charges for Services	3,900.00	5,300.36	-1,400.36	4,000.00	672.20	8,973.73	0.00	-6,374.09
47 - Miscellaneous Income	39,500.00	230,976.22	-191,476.22	33,500.00	18,948.93	170,682.75	0.00	-328,658.97
49 - Other Financing Sources	290,000.00	290,000.00	0.00	290,000.00	24,166.67	265,833.37	0.00	24,166.63
4 - Revenue Totals:	3,078,100.00	3,395,479.75	-317,379.75	3,147,400.00	43,787.80	3,397,627.26	0.00	-567,607.01
5 - Expense								
51 - Salaries and Wages	1,295,300.00	1,172,850.97	122,449.03	1,357,500.00	101,629.03	1,148,292.56	0.00	331,656.47
52 - Benefits	861,300.00	716,815.44	144,484.56	913,200.00	63,838.03	730,436.61	0.00	327,247.95
60 - Professional & Technical Services	6,400.00	3,372.54	3,027.46	16,400.00	1,012.50	2,694.82	0.00	16,732.64
61 - Repair & Maintenance Services	174,300.00	171,509.26	2,790.74	172,800.00	12,029.90	157,990.44	989.29	16,611.01
62 - Other Services	4,500.00	2,414.54	2,085.46	4,500.00	55.33	3,026.57	135.07	3,423.82
63 - Employee Costs	7,200.00	1,686.00	5,514.00	7,200.00	1,117.79	4,172.08	0.00	8,541.92
64 - Operating Materials & Supplies	269,700.00	251,844.58	17,855.42	275,700.00	9,877.06	222,898.59	18,582.96	52,073.87
65 - Office & Administrative Supplies	39,000.00	26,899.20	12,100.80	43,000.00	14,758.77	41,455.52	0.00	13,645.28
66 - Special Programs	42,400.00	64,309.08	-21,909.08	42,400.00	13,844.08	46,089.68	303.59	-25,902.35
68 - Community Programs and Grants	0.00	344.46	-344.46	0.00	70.06	186.02	0.00	-530.48
69 - Internal Service Charges	205,100.00	205,100.00	0.00	211,700.00	17,641.66	194,058.26	0.00	17,641.74
70 - Capital Outlay	0.00	0.00	0.00	0.00	92.71	6,635.70	0.00	-6,635.70
80 - Debt Service	415,400.00	415,370.92	29.08	415,400.00	361,028.14	415,371.28	0.00	57.80
5 - Expense Totals:	3,320,600.00	3,032,516.99	288,083.01	3,459,800.00	596,995.06	2,973,308.13	20,010.91	754,563.97



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To: Library Board **Agenda Date:** June 25, 2025
From: Greg Williams, Library Director

SUBJECT:

Nomination of Library District Advisory Committee (LDAC) Representative

STAFF RECOMMENDATION:

Nominate a replacement for the vacant LDAC representative position.

EXECUTIVE SUMMARY:

With the resignation of Nick Dierckman from the Library Board, a new Oregon City representative to the Clackamas County Library District Advisory Committee is needed.

BACKGROUND:

As part of the creation of the Clackamas County Library District in 2008, the Board of County Commissioners (BCC) established the Library District Advisory Committee (LDAC) to serve as an advisory body to the BCC in their role as governing body of the Library District. Per Ballot Measure 3-310 (which voters approved in 2008 to create the Library District) representatives to LDAC are to be drawn from local Library Boards.

With the recent resignation of Nick Dierckman from the Oregon City Library Board, our LDAC representative position is vacant. Board Member Larry Osborne is currently designated as an LDAC alternate (which is permitted under LDAC bylaws).

Staff recommend that the Library Board nominate a Board Member to replace Nick Dierckman as Oregon City's representative to LDAC. This nomination will be forwarded to the City Commission for their approval. The City Commission's approval will then be forwarded to the Board of County Commissioners for final appointment. While this approval process is underway, it is anticipated that the Library Board's nominee would attend any scheduled LDAC meetings (along with the Library Director) as a representative-designate.

NEXT STEPS:

OPTIONS:

1. Nominate a replacement for the vacant LDAC representative position.
2. Do not nominate a replacement for the vacant LDAC representative position.



CITY OF OREGON CITY

625 Center Street
Oregon City, OR 97045
503-657-0891

Staff Report

To:	Library Board	Agenda Date:	June 25, 2025
From:	Greg Williams, Library Director		

SUBJECT:

Library District Task Force discussion

STAFF RECOMMENDATION:

n/a - discussion only

EXECUTIVE SUMMARY:

The Library Board Chair and Library Director will summarize the first meeting of the Library District Task Force. The Library Board will discuss what feedback they might wish to provide to the designated Public Representatives on the Library District Task Force.

BACKGROUND:

On June 11, 2025, Clackamas County convened the first meeting of the new Library District Task Force. The agenda and slide presentation for that meeting are included in the packet.

Library Board Chair David Goldberg and Library Director Greg Williams attended (but did not participate in) the meeting. They will share their observations with the Library Board.

At the meeting, it was clarified that the two appointed Public Members (Al Matecko and Gay Walker) will be responsible for collecting feedback from their constituent group (members of the public, including Library Boards) and relaying it to the Library District Task Force. We are not yet certain of what that feedback solicitation and collection process may look like, or on what timetable it may happen.

In order to ensure that the Library Board's perspectives and priorities can be relayed in a timely fashion as and when requested, the Library Director suggests that the Library Board have a discussion to articulate and enumerate any specific areas of input or concern. The Library Director also recommends the Library Board formally approve of the Library Board Chair conveying that feedback on behalf of the Library Board to the Task Force in the future, as and when requested or appropriate.

NEXT STEPS:

OPTIONS:

LIBRARY DISTRICT TASK FORCE – MEETING 1

Wednesday, June 11, 2025 | 9:30 – 11:00 A.M.
Development Services Building – 150 Beavercreek Road, Room 401

AGENDA

Meeting 1 Purpose:

- Review the Task Force charge, roles and responsibilities
- Listen to committee ideas and viewpoints as it relates to the future of the Library District
- Review relevant materials and ask questions
- Provide input for Task Force meeting schedule

- 9:30 a.m. Welcome and Introductions
9:35 a.m. Task Force Charge
9:40 a.m. Task Force Meeting Ground Rules
9:45 a.m. Task Force Icebreaker “Big Picture Activity” (3 min each)
10:15 a.m. Library District Overview:
 - Library District Historical Overview
 - Library District Intergovernmental Agreement Review
 - Library District Issues and Opportunities10:35 a.m. Questions
10:45 a.m. Next Steps:
 - Establish Preferred Meeting Times
 - Meeting Two: Assess and Discuss Issues11:00 a.m. Adjourn

Task Force Homework “Big Picture Activity”:

If you could paint the perfect picture of a vital library system that was equitable for all communities within Clackamas County, what one thing would you enhance from the current system to ensure its success long-term?

Attachments:

- Issues Identified for the Task Force to Address ([page 2](#))
- Library District 101 ([page 3](#))
- Presentation ([page 81](#))

Library District Task Force

Issues Identified for the Task Force to Address

Services:

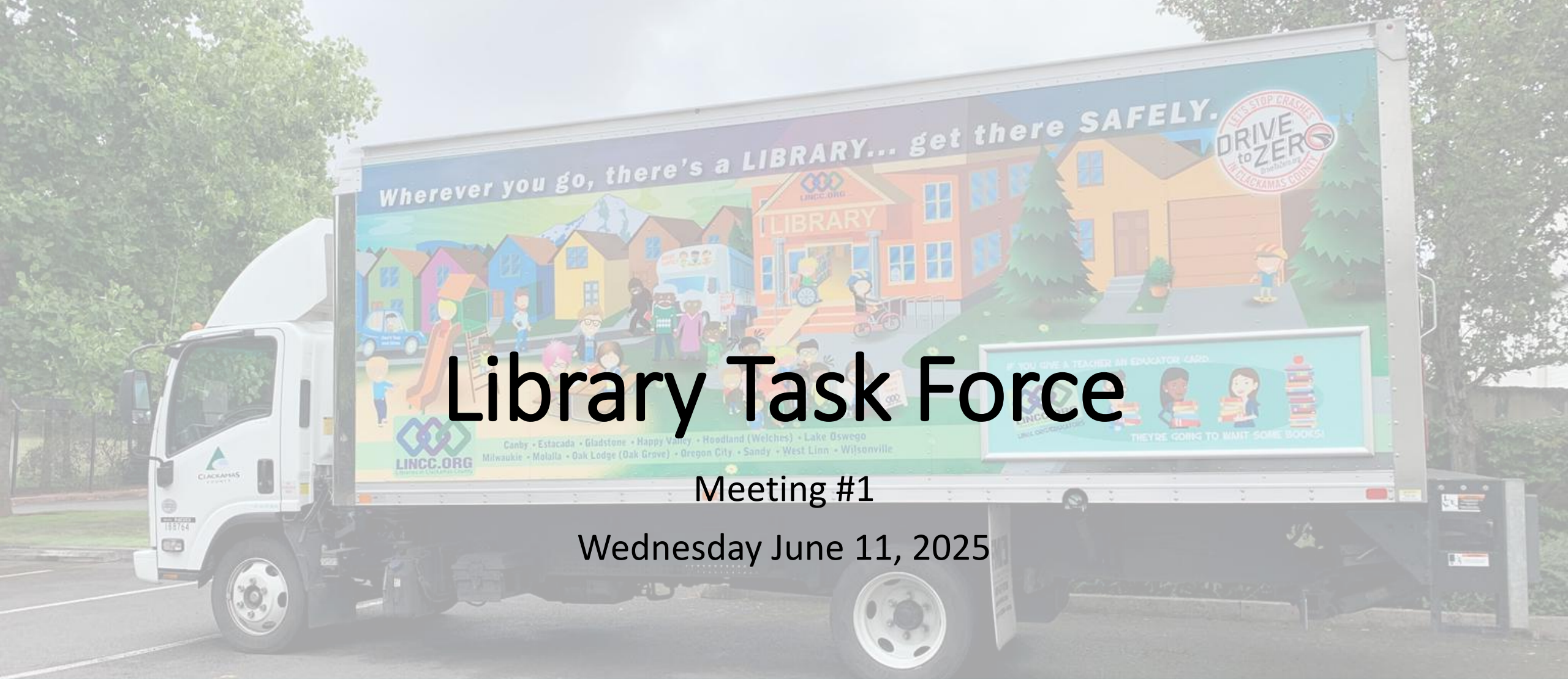
- Minimum standards
 - Service level study
 - State standards vs. those in the Master Order/IGA
- Management and cost of digital services (ebooks)
- Local vs. centralized services
 - Funding mechanisms
 - LINCC
 - For example: books by mail, book lockers, bookmobiles

Funding:

- Costs to provide services
 - Rising rapidly
 - Allocated cost methodology differs between library cities
- Adequacy of O&M funding
 - Inequities across library cities – ask Mayors/City Managers if they feel their funding is adequate compared to others
- Update to Master Order – use of Library District revenue for capital
 - Adequacy of capital reserves
- Tax rate (in place for 16 years)

Governance:

- Role of County/BCC in library system/LINCC
- Role of County as a library city
- Service area boundaries
 - Process to potentially revise
- District revenue distribution formula
- Role/purpose of LDAC (budget oversight)
- Hoodland library (future, representation separate from City of Sandy)
- District structure (ORS 451 vs. 357 with a separate elected board)



Library Task Force

Meeting #1

Wednesday June 11, 2025

Meeting 1 Purpose

- Review the Task Force charge, roles and responsibilities
- Listen to committee ideas and viewpoints as it relates to the future of the Library District
- Review relevant materials and ask questions
- Provide input for Task Force meeting schedule

Introductions

Seat	Representative
Library District Director (BCC)	Paul Savas (ClackCo)
Library District Administrator	Gary Schmidt (ClackCo)
Urban Mayor	Michael Milch (Gladstone)
Rural Mayor	Kathleen Walker (Sandy)
Urban City Manager	John Williams (West Linn)
Rural City Manager	Dan Huff (Molalla)
Urban Library Director	Melissa Kelly (Lake Oswego)
Rural Library Director	Marisa Ely (Canby)
Public Member #1	Al Matecko (Happy Valley, LDAC)
Public Member #2	Gay Walker (Unincorporated ClackCo, Wilsonville area)
<i>LINCC Manager (Ex Officio)</i>	<i>Rick Peterson (LINCC)</i>

Task Force Charge

“The Library Task Force will make recommendations to the Board of County Commissioners on several longstanding library issues.”

Ground Rules

- Members are responsible for sharing information with, and obtaining feedback from, their constituency group
- Members are responsible for meeting attendance and reviewing any meetings missed, proxies and alternates will not be allowed

Icebreaker “Big Picture Activity”

If you could paint the perfect picture of a vital library system that was equitable for all communities within Clackamas County, what one thing would you enhance from the current system to ensure its success long-term?

Library District Overview

- Historical Overview
- Master Order (IGA) Review
- Issues and Opportunities Overview

Questions / Next Steps

- Questions?
- Preferred Meeting Times / Frequency
- Meeting Two: Assess and Discuss Issues