



**UMATILLA COUNTY
SPECIAL LIBRARY
DISTRICT**

Strengthening our community libraries

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**Minutes
Special Meeting of the Board of Directors**

March 2, 2020 at 5:30 pm
Pendleton Center for the Arts, Bamboo Room
Pendleton, Oregon

ATTENDANCE BOARD:

Caty Clifton
Nick Nash
Hilary Stoupa
John Thomas, President

ATTENDANCE STAFF:

Monica Hoffman, Early Literacy Program Manager
Erin McCusker, District Director
Dea Nowell, Technical Services Manager (via Zoom)

ATTENDANCE - VISITORS:

Ruth Metz, Facilitator
Benjamin Burgener, Stanfield City Manager
Jennifer Costley, Pendleton PL Director
Annette Kubishta, Helix PL Director (via Zoom)
Kellie Lamoreaux, Umatilla PL Director (via Zoom)
Cecili Longhorn, Stanfield PL Director
Stephanie Partida, Adams PL Director
Mark Rose, Hermiston PL Director
Kathleen Schmidtgal, Weston PL Director
Susie Sotelo, Umatilla PL Assistant Librarian (via Zoom)

CALL TO ORDER:

Board President John Thomas called the Special Board Meeting to order at 5:30 pm.

CALL THE ROLL & ESTABLISH QUORUM:

Erin McCusker called the roll and noted four Board Members present, thus there was a quorum.

APPROVAL OF THE AGENDA:

Erin McCusker noted there was nothing to add to the agenda.

WELCOME AND INTRODUCTIONS:

Erin McCusker welcomed everyone and asked that everyone introduce themselves.

REVIEW:

Following introductions, Facilitator Ruth Metz reviewed the givens, ground rules, purpose and logistics for the meeting. And then where we left off last time at the first meeting, January 13, 2020, was reviewed. Ruth reminded the group that these were brainstorm ideas and not a consensus of ideas.

Ruth Metz then walked through slides of the aggregated data she had collected from the State Statistical reports in five-year intervals starting with the first year that the reports were submitted digitally trying to show trends. Data was focused on the following areas:

- revenue and population;
- expenditures: operating (personnel – FTE’s, collections, other operating);
- service levels: annual hours, staffing in libraries, collections, programs offered (number of programs), registered card holders;
- and output (countable transactions reported, District-wide) – use of the libraries (combining anything considered a customer service activity).

Ruth noted several areas where there was an increase that it is showing success of the District, including showing what has been provided in terms of library services provided being something to celebrate. There was a concern raised about materials collection being static or flat. Some responses to that concern included ILL utilization and space limitation issues at facilities, as well as that it could be a valid concern.

OVERVIEW OF PROPOSALS:

Erin McCusker shared an overview of the proposals and comments that were received.

- Proposal A – keep the current percentages
- Proposal B – funding based on staffing and population
- Proposal C – City tax rate and population served
- Comments A – current formula is effective
- Comments B – small library challenges

QUESTIONS AND CLARIFICATION:

Following a short break, Caty Clifton said thanks to everyone for their input and participation in this process. Erin McCusker echoed that. John Thomas also thanked all for coming and participating. Nick Nash commented that hearing the small libraries reporting on things they are doing is incredible to hear and experience.

Ruth Metz led a conversation stating that the Board will be meeting [retreat] on Saturday to grapple with and look at the notes, etc., from this process, and asked, so having the heard the formula ideas what do you want to say to the Board? The following comments were made:

- Cecili Longhorn: the reason we are all here is that we need a clear formula
- Cecili Longhorn: whose decision is it – city or district – for needing/wanting more staff
- Mark Rose: City of Hermiston is not part of the District and the people being served by the District don’t pay the City’s tax rate, so why do you want to use the city’s tax rate in figuring a formula – seems like a disconnect there
- Ben Burgener: a city’s ability to pay and choices that can be made create opportunities or are not available; it is about equity/ability to pay
- Jennifer Costley: the contract [agreement] does not mandate a city’s ability to pay
- Ben Burgener: as long as we want cities to contribute, we need to consider it
- Ruth Metz: does the purpose of having that factor into it; how important is that to you – methodology (this or something) – incentive not disincentive
- Ben Burgener: more ability to pay; trying to get the same level of standard service
- Ruth Metz: city’s capacity to contribute, whether they will or not – incentive and a city’s capacity to contribute are 2 different questions
- Stephanie Partida: from the other graph – small libraries having any less would be very difficult, because they are stretched so tight already
- Ruth Metz: hold small libraries, at least – hold harmless
- Mark Rose: we all have to take budget cuts
- Kathleen Schmidt: levels of cuts depend upon the substance of the budget

- Stephanie Partida: if you want to have equity of service to all the county, a cut like this to a small library will not bring that
- Jennifer Costley: a budget cut is a budget cut
- Ben Burgener: on the Z score template - all figures could be adjusted, this was just a starting point

Ruth Metz stated the Board is going to take all this information and consider it all.

- Caty Clifton: do you use the city's ability to pay against the agreement
- Mark Rose - what he saw in Umatilla was that they were being shorted \$50,000 - inputs are the only thing we can use, otherwise it would be looking at outputs, which we all want to avoid
- Ruth Metz: three areas to consider: population, OLA standards, notion of equitable library service throughout District - small libraries equal convenient service locations

UPCOMING MEETINGS:

Erin McCusker asked that any additional comments be sent to her and she will pass them along to the Board for their Saturday work session/Board Retreat. She further noted that the Board has all the information gathered, more than what was presented tonight.

Erin shared the upcoming events in the process, and it was noted that the Board would like to make a final decision on the distribution formula by the end of the fiscal year, however that is not a hard and fast deadline. It was again iterated that if there are any budget ramifications that come out of this process, the Board and District will work with each library and city/school on those ramifications for FY2022-23 and onward, if applicable.

ADJOURN:

Hilary Stoupa moved to adjourn the meeting. Nick Nash seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:33 pm by Board President John Thomas.

Respectfully submitted by Dea Nowell