



**UMATILLA COUNTY
SPECIAL LIBRARY
DISTRICT**

Strengthening our community libraries

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April 2, 2019

To: Library Directors & City/School District Administrators
From: UCSLD Board of Directors and District Director, Erin McCusker
RE: Tax Distribution Formula Review Process

Greetings to our partners in providing excellent library services in Umatilla County. This memo is to let you know that the Umatilla County Special Library District will be reviewing the tax distribution formula during the next fiscal year. Attached to this memo is an outline of the process that we will be pursuing.

Let me provide some background about this topic and where we are currently. When the UCSLD receives tax money from the district taxpayers (this typically occurs monthly except for November when we receive several checks during the month), the tax amount is entered into a spreadsheet and each library gets a check based on a percentage. It is as follows:

Adams	0.017003483
Athena	0.028120861
Echo	0.027356768
Helix	0.014006169
Hermiston (Rural)	0.079330639
Milton-Freewater	0.124301426
Pendleton	0.285567268
Pilot Rock	0.032387974
Stanfield	0.043964546
Ukiah	0.014006169
Umatilla	0.106598816
Weston	0.027356768
District (No Check)	0.199999114
Total	100.00%

With the amount that the UCSLD keeps, in addition to operating the District, common costs for all libraries are covered - the Sage Integrated Library System membership, courier costs and Library2Go costs, etc.

These percentages have been used for many years and over time, the original formula for how they were created has been lost. In 2016 and 2017, an adhoc committee was created to come up with a formula for the 80% that is distributed to the libraries. The committee presented a proposal based on distribution of 85% and with negative input from several library directors, the UCSLD Board of Directors chose not to accept the proposal.

Following this, the UCSLD experienced a turnover in the District Director position. Having given the new Director a chance to see how the budget and distribution formula currently works, the Board of Directors has returned to reviewing the distribution percentages of the 80% of collected tax dollars to see if a distinct formula can be clarified.

Our intent is to understand and confirm the current distribution percentages through a distinct formula or possibly create a new formula through a meaningful and deliberate process that encourages input and participation from our 12 partner libraries and stakeholders. This formula and an ongoing review process will be added to the next City-District Agreements when they are reviewed.

If you have questions, please don't hesitate to contact Erin McCusker, District Director at 541-276-6449 or director@ucslid.org.