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# Library District Task Force Meeting

January 24, 2020

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# Welcome!

- The plan for today:
  - Introductions
  - Purpose of Task Force
  - Presentation: Clackamas County Library District Overview
  - Final questions
  - Plan for next meeting

# Introductions

# Clackamas County Staff

- Laura Zentner, Director, Clackamas County Business and Community Services (BCS)
- Kathryn Kohl, Manager, BCS Library Network
- Fawn Dabrowiak, Member Services Librarian, BCS Library Network
- Dan Eckerson, Office Specialist II, BCS Library Network
- Cory Mathews, Facilitator, Clackamas County Resolution Services
- Amy Herman, Facilitator, Clackamas County Resolution Services

# Task Force Members

City of Canby:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Julie Blums	Finance Director		X
Irene Green	Library Director		X
Scott McClure	City Administrator	X	

# Task Force Members

## City of Estacada:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Denise Carey	City Manager	X	X
Michele Kinnamon	Library Director	X	X
Connie Redmond	Library Board / LDAC Member		X
Melanie Wagner	Assistant City Manager		X

# Task Force Members

City of Gladstone:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Jacque Betz	City Administrator	X	
Michael Milch	Library Board Member		X
Mitzi Olson	Library Director	X	

# Task Force Members

City of Happy Valley:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Ben Bryant	Asst. City Manager	X	X
Doris Grolbert	Library Director		X
Jason Tuck	City Manager	X	
Wendy Young	Library Board Member		X

# Task Force Members

City of Lake Oswego:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Martha Bennett	City Manager	X	
Shawn Cross	Finance Director		X
Melissa Kelly	Library Director	X	X
Jacque Siewert-Schade	Library Board / LDAC Member		X
Sherry Swackhamer	Library Board Member		X

# Task Force Members

City of Milwaukee:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Shane Abma	Resident		X
Erin Lee	Library Board Member		X
Katie Newell	Library Director	X	X
Ann Ober	City Manager	X	
Jessica Stetson	Library Board Member		X

# Task Force Members

City of Molalla:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Diana Hadley	Library Director	X	X
Dan Huff	City Manager	X	X

# Task Force Members

## Oak Lodge Public Library:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Grover Bornefeld	Library Board / LDAC Member	X	
Mitzi Olson	Library Director	X	X

# Task Force Members

## City of Oregon City:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Maureen Cole / Greg Williams	Library Director (outgoing / incoming)	X	X
Nick Dierckman	Library Board / LDAC Member		X
Tony Konkol	City Manager	X	
Mireya McIlveen	Deputy Finance Director		X
Larry Osborne	Library Board Member		X
Wyatt Parno	Finance Director		X

# Task Force Members

City of Sandy (incl. Hoodland Public Library):

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Tyler Deems	Finance Director		X
Kathleen Draine	Library Board / LDAC Member		X
Sarah McIntyre	Library Director / LINCC Library Directors Group Chair	X	X
Heather Michet	Library Board Member		X
Lynne Pollard	Library Board Member		X
Dale Scobert	Library Board Member		X
Jordan Wheeler	City Manager	X	

# Task Force Members

City of West Linn:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Joshua Kam	Accounting Manager		X
Doug Erickson	Library Director	X	X
Aeric Estep	Library Board / LDAC Member		X
John Williams	Deputy City Manager	X	

# Task Force Members

City of Wilsonville:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Pat Duke	Library Director		X
Alan Steiger	Library Board Member / Library Foundation	X	
Jeanna Troha	Asst. City Manager	X	X

# Task Force Members

Representing Unincorporated Clackamas County:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Erica Brandenburg	Member-at-large <i>(resident of Damascus area)</i>		X
Grace Davis	Member-at-large <i>(resident of Canby/Oregon City area)</i>	X	
Diane Downs	Member-at-large <i>(resident of Aurora area)</i>		X
Taylor Gibson	Member-at-large <i>(resident of Oak Grove area)</i>		X

# Task Force Members

Representing Unincorporated Clackamas County:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Alisa Grandy	Member-at-large ( <i>resident of Milwaukie area</i> )	X	X
Laura Hecht	Member-at-large ( <i>resident of Canby area</i> )		X
Ann Smoot	Member-at-large ( <i>resident of Boring area</i> )		X

# Task Force Members

## Non-Voting:

NAME	ROLE	TASK FORCE	SUBCOMMITTEE
Al Matecko	Chair of Library District Advisory Committee (LDAC)	X	X
Laura Zentner	Director / Business and Community Services	X	X
Kathryn Kohl	Library Network Manager / Business and Community Services	X	X

# Task Force Purpose

# Task Force Purpose

- The purpose of the Library District Task Force is to identify current and future challenges facing the Clackamas County Library District, and to make recommendations to the Board of County Commissioners to ensure the long-term, sustainable delivery of quality library service to the residents of the Clackamas County Library District.

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# Clackamas County Library District Overview

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# Clackamas County Library District Overview

- How was it formed?
- How does it operate?
- How is it funded?
- How is it governed?

How was it formed?

# Formation of the Library District

Doris Grolbert, Library Director, Happy Valley Library

Pat Duke, Library Director, Wilsonville Public Library

# Formation of the Library District

- **2008 Ballot Measure 3-310**
  - Voter approval to create District and establish permanent tax rate
- **Library District Master Order**
  - Broad purposes of the District

# Ballot Measure 3-310

- 169,930 ballots were counted, and the measure passed with 61.25% 'YES' votes.
- Voters approved a permanent property tax of \$0.3974 per each \$1,000 of assessed value.
- The measure text indicated that “[a]ll of the monies shall be spent on library operations and services.”

## Clackamas County Measure 3-310

### Ballot Title

#### ESTABLISH A COUNTYWIDE LIBRARY SERVICE DISTRICT IN CLACKAMAS COUNTY

**QUESTION:** Shall District be formed for countywide libraries to restore hours and retain services, \$0.3974 per \$1000 assessed value beginning FY2009?

**SUMMARY:** If approved, the "Library Service District of Clackamas County" ("Library District") would be formed. Its territory would be countywide, exempting the cities of Damascus, Johnson City, and that portion of Tualatin within Clackamas County. Creation of the Library District would do the following:

- Provide permanent and dedicated library funding;
- Allow libraries to make basic repairs and library improvements;
- Restore all libraries' ability in the Library District to purchase more books and materials; and
- Prevent reductions in services and closure of some city libraries.

Declining federal funding to counties creates a shortfall for local programs, including libraries. The creation of a Library Service District would ensure a dedicated long-term funding source for library services, allowing libraries to retain educational resources and programs.

The Library District would be governed by the Board of County Commissioners and advised by an independent citizen committee. All of the monies shall be spent on library operations and services. An annual audit is available to the public.

### Explanatory Statement

If approved, the "Library Service District of Clackamas County" ("Library District") would be formed. Its territory would be countywide, exempting the cities of Damascus, Johnson City, and that portion of Tualatin within Clackamas County.

#### Current Library Services

The libraries of Clackamas County currently work together to provide important community services, including:

- **Educating youth:** Public libraries shoulder a greater proportion of this role today as school library budgets are cut.
- **Fostering literacy:** Libraries support literacy education efforts by providing teaching resources and space for tutoring.
- **Providing information and referral services:** Libraries provide information in areas of personal interest, research, business development, or to support recreational interests.
- **Serving pre-school children:** Libraries provide educational opportunities by supplying rotating collections of books to pre-school centers, holding weekly story hours and craft events and special programs directed at pre-school children.
- **Serving the elderly and home-bound:** Libraries provide rotating collections housed in retirement centers and direct loan service to home-bound, and provide large print and audio books.
- **Providing cultural opportunities:** Artistic, musical, and cultural experiences are held at libraries usually without fee and libraries in Clackamas County provide "Cultural Passes" so that patrons can take their children to museums and gardens free of charge.

This work is currently supported by annual payments from the County general fund to supplement city libraries and provide fund-

ing for County operation of three libraries serving unincorporated residents. The County also funds the Library Network allowing the libraries to connect electronically, share their collections and work together to more efficiently provide library services.

#### Rationale for Proposal

However, declining federal funding to counties, including Clackamas County, has created a shortfall for local programs, including libraries. Clackamas County can no longer provide supplemental funding to city libraries or operate the three existing county libraries. The county has announced that, barring new funding, the three county libraries will close on June 30, 2009, and county-provided supplemental funding to city libraries will be reduced by 20% per year for the next five years, ending completely in 2014.

#### What the New District Would Provide

The creation of a Library District would ensure a stable, dedicated, and long-term funding source for library services, allowing libraries to retain their educational resources and programs. The Library District would implement a permanent rate of \$0.3974 per \$1,000 assessed value to exclusively fund library services. A home assessed at \$200,000 would pay approximately \$79.48 per year. This dedicated funding would allow the libraries in Clackamas County to stay open and continue their programs.

#### District Governance

The Library District would be governed by the Board of County Commissioners and advised by an independent citizen committee representing each library in the District. Each of these libraries would be required to ensure representation of both city and unincorporated residents on their local library board, whose designated member will then serve and represent their library on the District Advisory Board. An annual audit of District finances would be conducted and made available to the public.

*(This information furnished by Christopher B. Stovary, Assistant County Counsel.)*

# Library District Master Order

- Board order 2008-189 specifies the purposes of the Library District:
  - *“To provide a dedicated, stable funding source for the support of library services.”*
  - *“To raise revenue to be distributed to the existing city and county-operated libraries in the system. Formation of the District should provide sufficient funding to raise the service levels at all facilities to the most basic (“Threshold”) level recommended by the Oregon Library Association.”*

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF CLACKAMAS COUNTY, STATE OF OREGON		FILED
		DEC 8 2008
		Clackamas County Clerk
In the Matter of the Formation of the Library District of Clackamas County	}	ORDER NO. 2008-189
<p>This matter coming before the Board at this time, and it appearing that by Order No. 2008-81 dated June 5, 2008, this Board initiated the formation of a county service district under ORS Chapter 451 for library services to be known as the "Library District of Clackamas County" (the "District") with the boundaries legally described on <u>Exhibit A</u> and shown on the map attached hereto as <u>Exhibit B</u>; and</p> <p>It further appearing that this Board approved formation of the District pursuant to Board Order 2008-110 on July 17, 2008 for the purposes described in the attached <u>Exhibit C</u>; and</p> <p>It further appearing that this matter came before the Board for a second public hearing on August 7, 2008 and that additional public testimony was received; and</p> <p>It further appearing that pursuant to Board Order 2008-135, this Board ordered an election on the question of formation of the District be held on November 4, 2008; and</p> <p>It further appearing that an election was held with respect to the question on November 4, 2008, in which more than a majority of the relevant voters were in favor of formation of the District in the numbers set forth in the Clackamas County Clerk's Certificate of Election attached hereto as <u>Exhibit D</u>; and</p> <p>NOW, THEREFORE, IT IS HEREBY ORDERED that for the purposes described on <u>Exhibit C</u>, a county service district named "Library District of Clackamas County" as legally described on <u>Exhibit A</u> and as shown on the map attached as <u>Exhibit B</u> is hereby formed.</p> <p>DATED this 28<sup>th</sup> day of November, 2008.</p> <p>BOARD OF COUNTY COMMISSIONERS</p> <p> Chair</p> <p> Recording Secretary</p> <p>301 358</p> <p>CCP-PWS 09/06</p>		

Questions?

How does it operate?

# Library Operation and Cooperation

- Libraries assess patron needs and develop services to meet those needs.
- Libraries cooperate to form standardized rules, procedures, and programs.
- The LINCC cooperative:
  - 13 libraries
  - Over 250 employees
  - Nearly one million items on the shelves
  - 164,000 library card holders
  - Serving a population of over 415,000 people in Clackamas County





# Examples of services offered:



# Examples of services offered:

Language classes

Storytimes

eBook and audiobooks

Summer Reading

Community reading events

Coding classes for kids

After school events

Cooking classes

Author visits

Poetry readings

Outreach to seniors

Book clubs

Online resources

Library of Things

Volunteer opportunities

Crafts

Civic Engagement classes

And MANY, MANY MORE!

# LINCC Library Services / Network Office

You might know us by...



# Library Cooperation

- Melissa Kelly, Library Director, Lake Oswego Public Library

# How we work together:



# Challenges:

Sarah McIntyre, Library Director, Sandy and Hoodland Public Libraries

Irene Green, Library Director, Canby Public Library

Doug Erickson, Library Director, West Linn Public Library

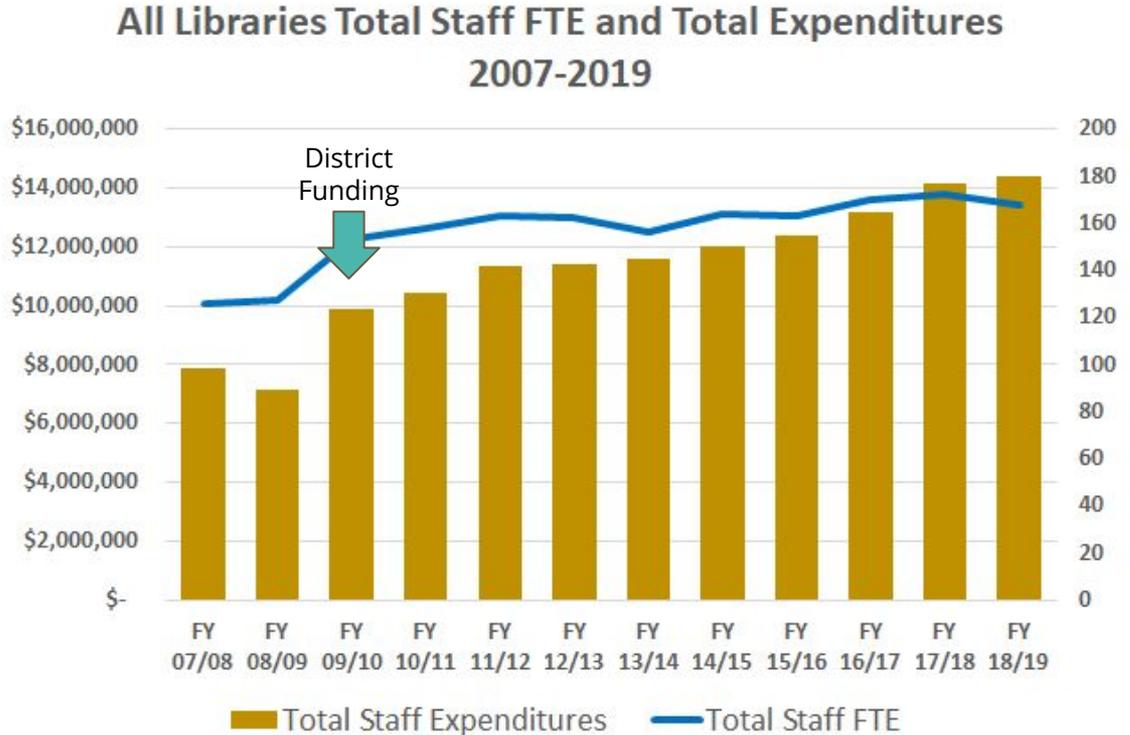
# Challenges:

Reducing hours



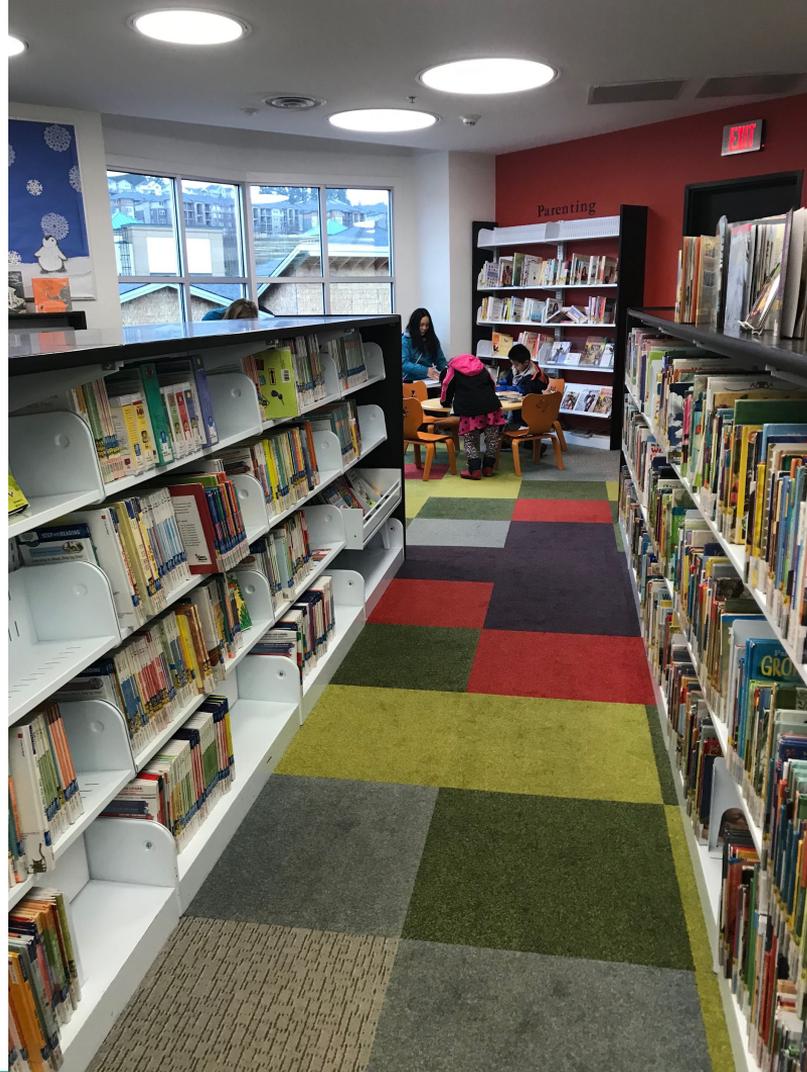
# Challenges:

Staff costs are increasing, while staffing levels remain fairly level across the District.



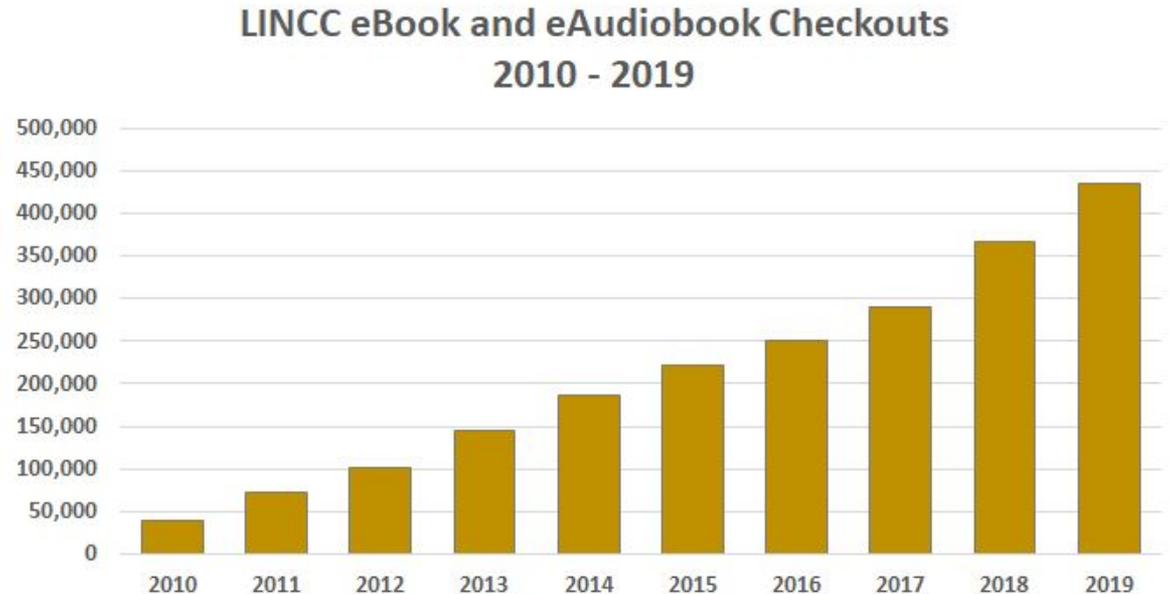
# Challenges:

Meeting the needs of our communities:



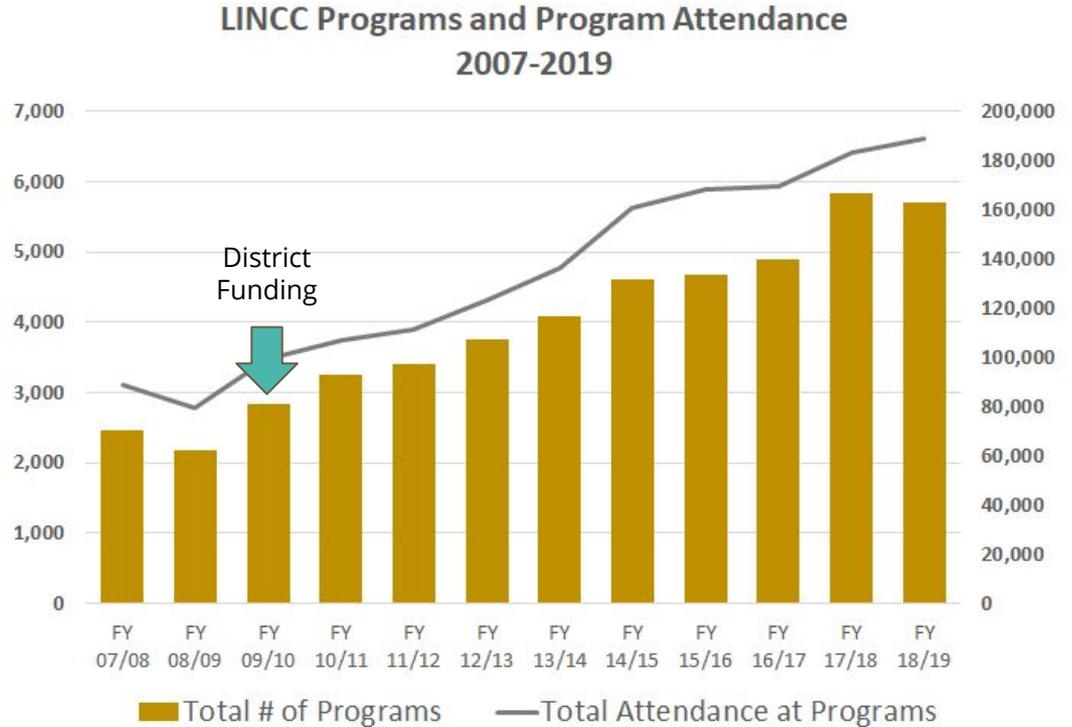
# Challenges:

Steep increase in demand for eContent:



# Challenges:

Increases in programming:





Questions?

How is it funded?

# Library District Funding

- District residents pay \$0.3974 per \$1,000 Assessed Value (AV)
- Library service providers (Cities and the County) may, but are not required to, contribute additional funds.

**07/01/2014 - 06/30/2015 REAL PROPERTY TAX STATEMENT**  
 CLACKAMAS COUNTY, OREGON \* 150 BEAVERCREEK RD \* OREGON CITY, OREGON 97045

PROPERTY DESCRIPTION      MAP:      ACCOUNT NO:

Code Area:

**2014 - 2015 CURRENT TAX BY DISTRICT:**

VALUES:	LAST YEAR	THIS YEAR		
REAL MARKET VALUES (RMV):			COM COLL CLACK	107.57
RMV LAND	98,505	106,439	ESD CLACKAMAS	71.14
RMV BLDG	188,790	214,520	SCH WJLNNWMLS	942.39
RMV TOTAL	287,295	320,959	SCH WJLNNWMLS LOC OPT	290.36
			<b>EDUCATION TOTAL:</b>	<b>1,411.46</b>
ASSESSED VALUE	187,936	193,574	CITY WEST LINN	410.38
			COUNTY CLACKAMAS	465.29
TOTAL TAXABLE AV	187,936	193,574	COUNTY EXTENSION & 4-H	9.66
PROPERTY TAXES:	<b>3,492.13</b>	<b>3,577.40</b>	<b>COUNTY LIBRARY</b>	<b>76.67</b>
			COUNTY PUBLIC SFTY LOC OPT	48.01
			COUNTY SOIL CONS	9.66
			FD64 TV&R	295.24
			FD64 TV&R LOC OPT	48.39
			PORT OF PTLD	13.53
			SRV 2 METRO	18.62
			SRV 2 METRO LOC OPT	18.58
			URBAN RENEWAL COUNTY	1.42
			VECTOR CONTROL	1.26
			VECTOR CONTROL LOC OPT	4.84
			<b>GENERAL GOVERNMENT TOTAL:</b>	<b>1,421.56</b>
			CITY WEST LINN BOND	83.02
			COM COLL CLACK BOND	28.86
			FD64 TV&R BOND	22.44
			SCH WJLNNWMLS BOND	558.68
			SRV 2 METRO BOND	51.39
			<b>EXCLUDED FROM LIMIT TOTAL:</b>	<b>744.39</b>
			<b>2014 - 2015 TAX BEFORE DISCOUNT</b>	<b>3,577.40</b>
			<b>DELINQUENT TAXES:</b>	<b>0.00</b>
			<b>TOTAL (after discount)</b>	<b>3,470.08</b>

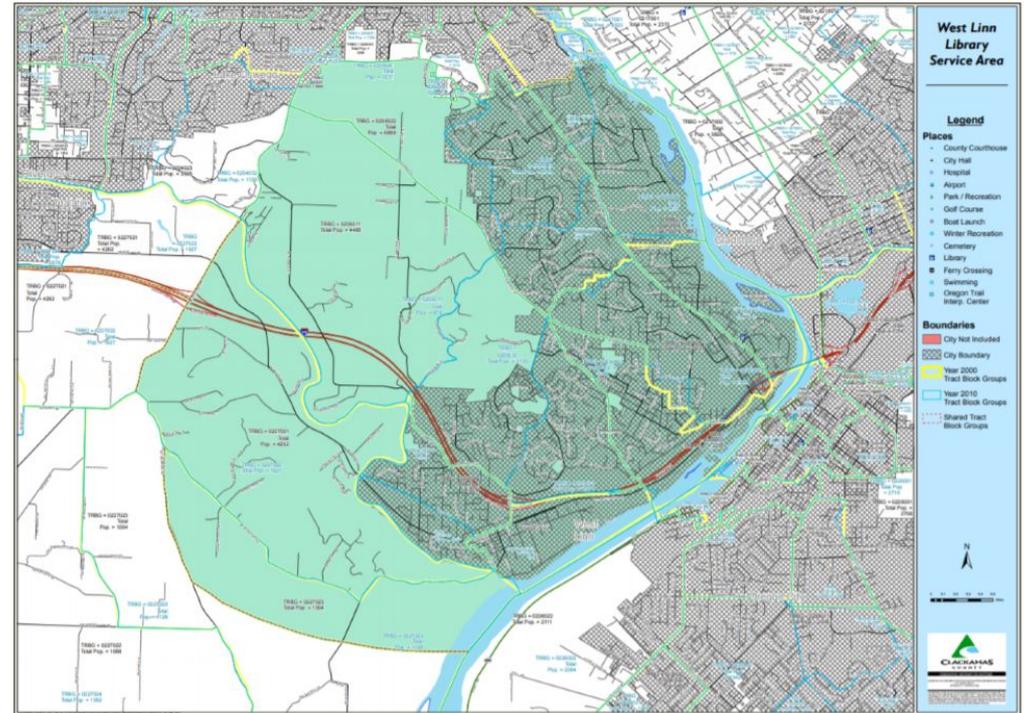
\* Property taxes may be paid online, see applicable fees prior to paying.  
 \* Payments may be mailed to PO Box 6100, Portland, OR 97228-6100.  
 When paying by mail, please make checks payable to Clackamas County Tax Collector.  
 \* You may also pay in our office, located in the Development Services Building at 150 Beaver Creek Road in Oregon City.  
 \* If your mortgage company pays your taxes, this information is for your records.

Payment Options	Date Due	Discount Allowed	Net Amount
FULL	Nov 17th, 2014	107.32 3%	3,470.08
2/3	Nov 17th, 2014	47.70 2%	2,337.23
1/3	Nov 17th, 2014		1,192.46

Delinquent tax amount is included in payment options listed below.  
 Delinquent taxes marked with an (\*) are subject to foreclosure if not paid on or before May 15th.

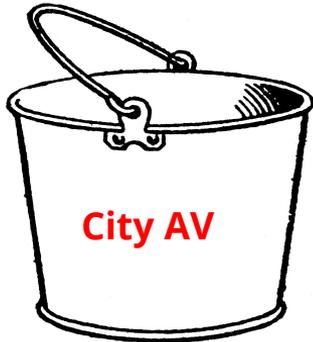
# Library Service Areas

- The District is divided into 13 individual Library Service Areas.
- Most (but not all) Library Service Areas include City residents and residents of unincorporated Clackamas County.



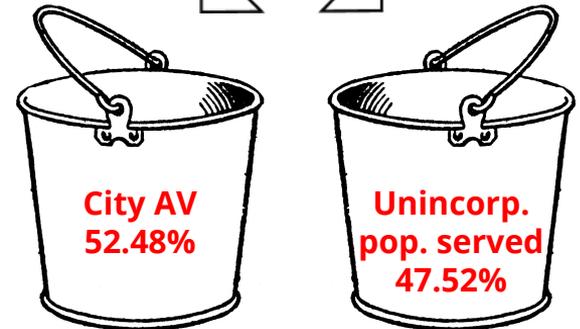
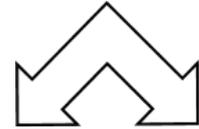
# Distribution Formula

- Library district funds are distributed per a formula outlined by the IGA.
- The distribution formula consists of two components (or “buckets”).
  - City Assessed Value (AV)
  - Unincorporated population served



# Distribution Formula

- Every year, the Tax Assessor publishes the total assessed value of properties within Clackamas County (both within City limits and in unincorporated areas).
- These values determine how much of annual District revenues are put into each “bucket.”



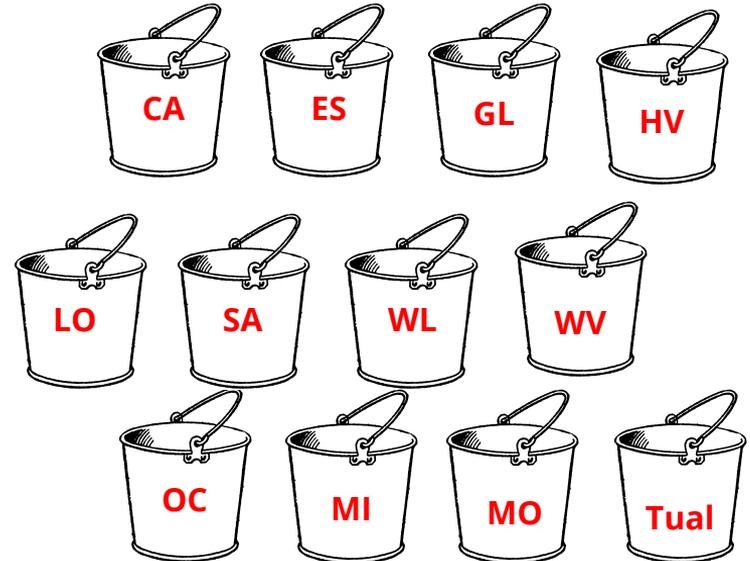
<i>FY 2014/15 Assessed Value Percentages</i>		
PROPERTY LOCATION	ASSESSED VALUE (\$)	ASSESSED VALUE (%)
Within City boundaries	\$ 21,435,452,100	52.48%
Unincorporated areas	\$ 19,408,664,341	47.52%
<b>TOTAL</b>	<b>\$ 40,844,116,441</b>	<b>100.00%</b>

# Distribution Formula

- The City AV “bucket” is distributed according to the relative percentages of each City’s total assessed value.



<i>FY 2014/15 City Assessed Value</i>		
CITY	ASSESSED VALUE (\$)	ASSESSED VALUE (%)
Canby	\$ 1,191,658,052	5.56%
Estacada	\$ 227,756,840	1.06%
Gladstone	\$ 755,378,730	3.52%
Happy Valley	\$ 2,037,879,748	9.51%
Lake Oswego	\$ 5,861,663,886	27.35%
Milwaukie	\$ 1,814,121,011	8.46%
Molalla	\$ 500,437,666	2.33%
Oregon City	\$ 2,562,027,901	11.95%
Sandy	\$ 694,461,573	3.24%
Tualatin	\$ 428,884,179	2.00%
West Linn	\$ 3,265,786,956	15.24%
Wilsonville	\$ 2,095,395,558	9.78%
<b>TOTAL</b>	<b>\$ 21,435,452,100</b>	<b>100.00%</b>

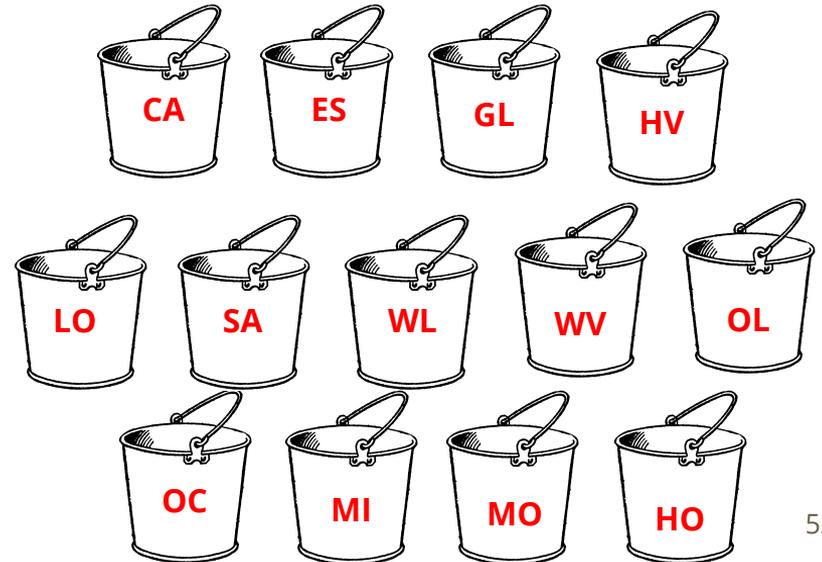


# Distribution Formula

- The Unincorporated Population Served “bucket” is distributed according to the relative percentages of each library service area’s unincorporated resident population.



<i>FY 2014/15 Unincorporated Population Served</i>				
CITY	SERVICE AREA POPULATION	CITY POPULATION (#)	UNINCORPORATED POPULATION (#)	UNINCORPORATED POPULATION (%)
Canby	23,555	16,010	7,545	4.01%
Estacada	17,316	2,935	14,381	7.64%
Gladstone	20,333	11,495	8,838	4.70%
Happy Valley	52,520	16,480	36,040	19.15%
Lake Oswego	40,197	34,538	5,659	3.01%
Milwaukie	40,101	20,485	19,616	10.42%
Molalla	23,269	8,820	14,449	7.68%
Oregon City	57,302	33,760	23,542	12.51%
Sandy	25,438	10,170	15,268	8.11%
Hoodland	5,344	-	5,344	2.84%
West Linn	29,254	25,540	3,714	1.97%
Wilsonville	23,910	19,594	4,316	2.29%
Oak Lodge	29,518	-	29,518	15.68%
<b>TOTAL</b>	<b>388,057</b>	<b>199,827</b>	<b>188,230</b>	<b>100.00%</b>



Questions?

How is it governed?

# Library District IGA

- **The Library District IGA establishes**
  - Funding formula
  - Service area boundaries
  - Permitted use of District funds
  - Enforcement of IGA terms
  - Library service standards
  - District governance, including the Library District Advisory Committee (LDAC)
  - Amendment process

# Library District IGA - LDAC

- Per Measure 3-310, a designated member of the local library board serves as a library's representative on the Library District Advisory Committee (LDAC).
- LDAC serves as an advisory body to the Library District Governing Board (Board of County Commissioners (BCC)).
- LDAC duties include
  - Considering the evaluation reports of District libraries.
  - Considering any proposed changes to the District IGA.
  - Considering the impact of annexation or withdrawal of territory from the District.
  - Discussing and making recommendations in cases of noncompliance or breach.

<p style="text-align: center;">COOPERATIVE INTERGOVERNMENTAL AGREEMENT BETWEEN THE LIBRARY DISTRICT OF CLACKAMAS COUNTY AND MEMBER CITIES</p> <p>THIS COOPERATIVE INTERGOVERNMENTAL AGREEMENT (the "Agreement"), is entered into this ____ day of _____, 2009, by and between the Library District of Clackamas County (the "District") a county service district formed under ORS Chapter 451, and each of the Cities of Barlow, Canby, Estacada, Gladstone, Happy Valley, Lake Oswego, Milwaukie, Molalla, Oregon City, Rivergrove, Sandy, West Linn, and Wilsonville (each, a "City" and collectively, the "Cities").</p> <p>WHEREAS, voters approved formation of the District to provide financial support to the library service providers of Clackamas County (the "Library Cities"); and</p> <p>WHEREAS, the Parties desire to work in a cooperative manner to support and provide library services to their residents; and</p> <p>WHEREAS, many of the Cities participate in the Clackamas County-supported Library Network of Clackamas County, which is discussed in an intergovernmental agreement by and between the participating Cities and Clackamas County; and</p> <p>WHEREAS, the Cities desire funding by the District and to provide the levels of service described herein;</p> <p>NOW, THEREFORE, the District and Cities each covenant and agree to the following:</p> <p><b>Section 1    Obligations of the District</b></p> <p>1.1 <u>District Board</u>. The Board of County Commissioners acting under the provisions of ORS 451 is the governing body of the District and shall be known as the District Board.</p> <p>1.2 <u>District Advisory Committee</u>. The District Board shall organize and appoint a District Advisory Committee consisting of one nominee from each Library City consistent with the policies and procedures of Clackamas County and/or the District for advisory committees. The District Board shall appoint the individual nominated by the Library City governing body to fill the service area's representative seat. The District Advisory Committee shall be responsible for meeting at least annually to consider: (i) the evaluation reports of participating libraries as submitted pursuant to Section 2.3, (ii) any proposed changes to this Agreement pursuant to the amendment process described in Section 3.3, and (iii) any impact of the annexation or withdrawal of territory from the District pursuant to Sections 3.4 and 3.5 hereof.</p>
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# Library District IGA - Amendment

- The Library District IGA can only be amended upon agreement of the Library District Board (Board of County Commissioners) **AND** either ⅔ or 100% of participating Library Cities (depending on the type of amendment).
- No party can unilaterally amend the Library District IGA.

COOPERATIVE INTERGOVERNMENTAL AGREEMENT  
BETWEEN  
THE LIBRARY DISTRICT OF CLACKAMAS COUNTY  
AND  
MEMBER CITIES

THIS COOPERATIVE INTERGOVERNMENTAL AGREEMENT (this "Agreement"), is entered into this \_\_\_\_ day of \_\_\_\_\_, 2009, by and between the Library District of Clackamas County (the "District") a county service district formed under ORS Chapter 451, and each of the Cities of Barlow, Canby, Estacada, Gladstone, Happy Valley, Lake Oswego, Milwaukie, Molalla, Oregon City, Rivergrove, Sandy, West Linn, and Wilsonville (each, a "City" and collectively, the "Cities").

WHEREAS, voters approved formation of the District to provide financial support to the library service providers of Clackamas County (the "Library Cities"); and

WHEREAS, the Parties desire to work in a cooperative manner to support and provide library services to their residents; and

WHEREAS, many of the Cities participate in the Clackamas County-supported Library Network of Clackamas County, which is discussed in an intergovernmental agreement by and between the participating Cities and Clackamas County; and

WHEREAS, the Cities desire funding by the District and to provide the levels of service described herein;

NOW, THEREFORE, the District and Cities each covenant and agree to the following:

**Section 1 Obligations of the District**

1.1 District Board. The Board of County Commissioners acting under the provisions of ORS 451 is the governing body of the District and shall be known as the District Board.

1.2 District Advisory Committee. The District Board shall organize and appoint a District Advisory Committee consisting of one nominee from each Library City consistent with the policies and procedures of Clackamas County and/or the District for advisory committees. The District Board shall appoint the individual nominated by the Library City governing body to fill the service area's representative seat. The District Advisory Committee shall be responsible for meeting at least annually to consider: (i) the evaluation reports of participating libraries as submitted pursuant to Section 2.3, (ii) any proposed changes to this Agreement pursuant to the amendment process described in Section 3.3, and (iii) any impact of the annexation or withdrawal of territory from the District pursuant to Sections 3.4 and 3.5 hereof.

# Capital Contribution IGAs

- **The Capital Contribution IGAs establish**
  - Distributions of one-time contributions from Clackamas County.
  - Fair representation of City residents and residents of unincorporated areas on local library boards.
  - Centralized services provided by the BCS Library Network office.

Questions?

# Preparing for next meeting

# Preparing for the next meeting:

- Read through your binder and gather ideas/thoughts to share at the next meeting.
- Meeting will likely be monthly - Friday afternoons?

## **At the next meeting we plan to:**

- Answer questions from this meeting
- Discuss and prioritize issues for future meetings
- Discuss group expectations

# Your role on the Task Force:

- Be curious, ask questions, bring your expertise and experience to the task force or subcommittee.
- Participate and engage with other members.
- Work towards consensus, as a group, in preparation for final recommendations to the Library District Board (the Clackamas County Board of Commissioners).

Questions?

# Introduction to the binder:

- Please pick up your binder on the way out of the room.
- **SECTIONS:**
  - Roster/Task Force Proposal/Schedule of Meetings
  - Task Force Meetings: Agendas and Minutes
  - Subcommittee Meetings: Agenda and Minutes
  - Library District 101
  - Additional Documentation

# Questions?

Please contact:

- **Laura Zentner, BCS Director**
  - (503) 742-4351
  - [lzentner@clackamas.us](mailto:lzentner@clackamas.us)
  
- **Kathryn Kohl, BCS Library Network Manager, LINCC Library Services**
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Thank you for coming  
today!

# Images

Books: <https://pxhere.com/en/photo/937988>

Bucket: [https://etc.usf.edu/clipart/80500/80538/80538\\_bucket.htm](https://etc.usf.edu/clipart/80500/80538/80538_bucket.htm)

Dollar: [https://en.wikipedia.org/wiki/United\\_States\\_one-dollar\\_bill](https://en.wikipedia.org/wiki/United_States_one-dollar_bill)

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