



**LIBRARY TASK FORCE
MINUTES
Thursday, November 2, 2006
5:30 p.m. Keizer City Hall
Council Chambers**

1. **CALL TO ORDER** ~ Richard Walsh called the meeting to order at 5:35 pm.

2. **ROLL CALL**

Present

Richard Walsh
Nancy Woodward
Lea Jenny
Eric Meurer
Jim Taylor
Scotta Callister

Also Present:

Jan Deardorff, Keizer Community Library
Debbie Lockhart, Deputy City Recorder

Absent:

Patrick McGarrah
Lore Christopher
Shannon Johnson

3. **APPROVAL OF MINUTES ~**

April 6, 2006: Scotta Callister moved for approval of the Minutes. Nancy Woodward seconded. Motion passed as follows: Walsh, Woodward, Meurer, Taylor and Callister in favor with Jenny abstaining.

August 3, 2006: Scotta Callister moved for approval of the Minutes. Nancy Woodward seconded. Motion passed as follows: Walsh, Woodward, Taylor and Jenny in favor with Meurer, Taylor and Callister abstaining.

4. **APPEARANCE OF INTERESTED CITIZENS ~ None**

5. **NEW/OLD BUSINESS** ~ Chair Walsh pointed out that the student representative position on the task force was vacant. Nancy Woodward volunteered to try to get a representative for the December meeting.

Grant Report: Nancy Woodward reported that the grant had been submitted and approved and the RFP could go out on February 1. She indicated that the stated purpose is to get a consultant to gather data, conduct research, interview city leaders, investigate public library trends, consider potential 3, 5 and 10 year plan budgets and make a recommendation. Three people are required to attend the orientation meeting: Grant Administrator (City Manager, Chris Eppey), Financial Officer (Susan Gahlsdorf) and Project Coordinator (Jan Deardorff). Discussion

followed at length regarding procedure, formal acceptance of the grant, reporting, compliance and ranking. It was suggested that research include investigation into what the public wants and will support including a scenario of working together with Salem and funding by a levy. Jan Deardorff interjected that Jim Schepke has urged the Community Library to apply for the Myers Grant (\$15,000) to combine with the LSTA Grant. The combined funds would facilitate upgrading the proposed survey. Prolonged discussion followed.

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Nancy Woodward moved that the Library Task Force support the Keizer Community Library application for the Myer Memorial Grant and if awarded, use the money to supplement the LSTA grant. Eric Meurer seconded. Motion passed unanimously as follows: Walsh, Woodward, Meurer, Taylor, Callister and Jenny.

Ms. Deardorff agreed to work with her board and apply for the grant.

Jim Taylor moved to recommend to Council that they accept the LSTA grant and do all that is necessary to comply with the grant conditions. Eric Meurer seconded. Motion passed unanimously as follows: Walsh, Woodward, Meurer, Taylor, Callister and Jenny.

Discussion followed regarding the procedure, consultant skills, data, the State Library vision, the need for a library, PTA's as resources to educate the public and the possibility of flex space that could be used as a temporary home for a library in the new City Hall complex.

6. ADJOURNMENT ~ The meeting adjourned at 6:50 p.m.

Next meeting ~ January 4, 2007

Approved:

2-1-07