



**LIBRARY TASK FORCE  
MINUTES**

**Thursday, July 8, 2004  
5:30 p.m. Keizer City Hall  
Conference Room B**

**1. CALL TO ORDER** ~ Lore Christopher called the meeting to order at 5:37 pm.

**2. ROLL CALL**

**Present**

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

**Absent:**

Lore Christopher  
Patrick McGarrah  
Chris Eppley, City Manager

**Staff Present**

Debbie Lockhart, Recording Secretary  
Shannon Johnson, City Attorney

**3. APPROVAL OF MINUTES** ~ Scotta Callister moved to approve the Minutes from the June 10, 2004 meeting. Eric Meurer seconded. Motion passed unanimously.

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

**5. OLD BUSINESS** ~ Finalize Mission Statement, Vision Statement and Service Goals

Eric Meurer moved to adopt the **Mission Statement** as written at the previous meeting. Lea Jenny seconded. Motion passed unanimously.

The following **Vision Statement** was proposed:

"The Keizer Public Library will provide free and equal access to information, knowledge and ideas, through local and regional library resources, at a site located within the city limits. The library will offer programs for children and adults, linking citizens with services that promote lifelong learning, literacy, and the love of reading in all age groups.

In addition to the traditional services, books and periodicals of a typical branch-size library, the Keizer library will provide services and resources that meet and exceed standards in specific areas of service. The library will provide exceptional services in these select niches, making it an integral component of the regional library system and a benefit to residents in Keizer and throughout the region.

The library will operate in a cost-efficient manner and will be responsive to the citizens of Keizer, providing quality service, positive human connections and an inviting environment."

Eric Meurer moved to accept the Vision Statement as written. James Taylor seconded. Motion passed unanimously.

The proposed **Service Goals** were changed to read as follows:

*"The Keizer Public Library will:*

- *Be located within Keizer City limits providing a physical location for Keizer citizens and visitors to access local and regional library services.*
- *Be staffed by paid professional staff including a Director with a Master of Library Science (MLS) Degree, with strong, organized volunteer support staffing.*
- *Strengthen and add to regional library services currently available.*
- *Minimize duplication of inventory where possible.*
- *Provide specifically designed programs for children and adults.*
- *Be legally established and make services available to citizens within its tax-supporting service area without charge.*
- *Provide multiple computer work stations with current internet technology that exceeds the Oregon Library Association (OLA) "Excellent" Standards.*
- *Maintain library hours that reflect the community needs, augment other regional library services, and exceed the State of Oregon Library Standards.*
- *Maintain a book collection that exceeds the State of Oregon Library Standards.*
- *Provide access to interlibrary loans within the Chemeketa Cooperative Regional Library Service."*

Scotta Callister moved to approve the Service Goals as amended. James Taylor seconded. Motion passed unanimously.

## **5. NEW BUSINESS**

*Procedure for Forming a District ~* Shannon Johnson explained that the City itself, as an entity or governing unit, cannot form a District. However, citizens can submit a petition to form a District. A Library District would be formed just like the Fire District. Marion County Commissioners would approve the petition and put the issue on the ballot. The County Commissioners have the authority to put it on the ballot without a petition but will not approve it without signatures. Members discussed tax issues vs. current cost of the library cards.

*Recommendation to City Council ~* Members discussed not taking any action until after the November election so that the results could be analyzed and direction determined from the election results. After lengthy discussion, members determined that the recommendation to Council would be as follows: "In order to avoid confusion with the Salem Library issue, the Library Task Force recommends that the Keizer

Library issue be postponed until no earlier than the Primary Election of 2006. The Task Force further recommends that Council direct the Task Force to continue refining the Library Proposal, work with the CCRLS and analyze the data from the upcoming election."

James Taylor moved to adopt the above recommendation. Eric Muerer seconded. Motion passed unanimously.

Lea Jenny questioned if there was a way to make the books being stored in her garage available to the citizens of Keizer. She added that the old Schoolhouse has indicated that they desire the Reading Connection books be removed so they could use the space for museum items. After discussion, members encouraged Ms. Jenny to write a letter to City Council asking them to investigate opportunities that may be available to accomplish this goal.

**6. ADJOURNMENT:** The meeting adjourned at 7:00 p.m.

***Next meeting ~ Friday, August 13, 2004, to attend PYM Library Directors Group Meeting. Following meeting will be September 9, Conference Room B, 5:30 pm.***