LIBRARY TASK FORCE
MINUTES
Thursday, May 20, 2004
5:30 p.m. Keizer City Hall
Conference Room B

1. **CALL TO ORDER** ~ Chair Walsh called the meeting to order at 5:40 pm.

2. **ROLL CALL**

Present
Richard Walsh
Lore Christopher (arrived 5:50 pm)
Scotta Callister
Lea Jenny
Patrick McGarrah
Eric Meurer

Staff Present
Shannon Johnson, City Attorney
Debbie Lockhart, Recording Secretary

Absent:
Gerald Watson
Chris Eppley

Also present
Nancy Woodward
LaVerne Elliott

3. **APPEARANCE OF INTERESTED CITIZENS**
Nancy Woodward and LaVerne Elliott attended the meeting.

Ms. Elliott distributed a tentative proposal for the Keizer Library. She requested that committee members review her proposal and give it serious consideration noting that her proposal encouraged the development of a full library meeting all CCRLS and OLA standards, in spite of the fact that this library would be costly to build and staff. Committee members pointed out that they felt that voters would not approve and fund a library that required more space than the Police Department and City Hall combined, not to mention the added staffing requirements. Richard Walsh pointed out that the charge of the Library Task Force was not to propose a full library, but to find an alternative library proposal that would be acceptable to the CCRLS. Discussion continued at length. Prior to leaving the meeting Ms. Elliott stated firmly that she felt if the proposal for an "excellent" library was rejected by the voters, it should be presented again and again, until it passed.

Discussion continued on building support for the library, starting small and adding to it over time with the ultimate goal of an "excellent" library. Donations and community contributions were discussed along with concerns over operations and maintenance.

Mayor Christopher reported that Jim Fairchild from the CCRLS had informed her that although it is a regional library service it operates on the school year, so the last meeting for the school year would be next week. He told her to talk to Linda Cochran to arrange a special meeting. Ms. Christopher talked to Ms. Cochran stating that the library will include: (1) a shared or full-time professional MLS library director, (2) at least 34,000 books of which at least 10% will be reference material, (3) a complete children's program and a complete senior's program. She discussed the standards for the facility, staffing and inventory adding that the city is confident that all other threshold standards could be me. She suggested that if CCRLS is hard and fast on the thresholds then the task force should make their plea to the Chemeketa Board of Directors and the State Librarian.

CCRLS Board member positions were discussed. Richard Walsh pointed out that he had identified three groups of people relating to this library issue: (1) those who don't want to pay for any library services, (2) those that go to the library infrequently but see it as a community resource, and (3) those that use the Salem library and are paying $60 a year to do so. The key is if a new library costs more than $60 a year support will be diminished.

4. **OLD BUSINESS** ~ Finalize Mission Statement, Vision Statement and Service Goals
The committee worked on finalizing the mission statement by reviewing Mission Statements from other libraries. The final mission statement read as follows:

"The Keizer Public Library will enhance and provide access to a broad range of local and regional library services that will be tailored to the needs of the community and will include specifically designed programs for children and seniors to contribute to individual knowledge and enlightenment and enjoyment in the most efficient manner possible."

Members reviewed the Vision Statement. It was agreed that the vision statement should reflect the intended philosophy of a "gem" of a library. Scotta Callister volunteered to develop a vision statement tailored to the community including some verbiage referring to providing *exceptional* or *excellent* services in selected areas to meet the demands of the entire regional community.

Ms. Christopher volunteered to formulate a document which summarizes OLSA and CCRLS threshold library requirements and Keizer proposal.

Library Service Goals were discussed and edited to read:
- Location within the Keizer City limits and providing a physical location for Keizer citizens and visitors to access local and regional library services.
- Professional paid staffing with strong, organized volunteer support staffing
- Enhance and add to regional library services currently available
- Eliminate duplication of inventory where possible through regional cooperation of member libraries contained within the CCRLS.

- Specifically designed programs for children and seniors available locally.
- Provide access to current resources by providing up-to-date technology
- Free access

5. **NEW BUSINESS** ~ Committee discussed the use of a five-year levy to finance the library vs. initiation of a District. Ms. Woodward stated that she was against the levy because a library could be built and filled with books and five years later the doors could be closed. Eric Meurer voiced his opinion that essential services should not be funded with a levy. After continued discussion, members agreed by consensus that the library should be funded by through initiation of a District.

6. **ADJOURNMENT:** The meeting adjourned at 7:15 p.m.

Next meeting ~ Thursday, June 10, 2004, at 5:30 p.m.
Conference Room B