



Douglas County Library Futures Task Force (LFTF)

Douglas County Library

Friday, March 10, 2017, 10:00 am

MEETING MINUTES

Members Present:			
Gary Leif	Kevin Potter	Gail Pritchard	Brian Prawitz
Bryan McNutt	Amy Jensen	Eileen Kelley	Gary Waugaman
Sean Mock	Dave Cunningham	Pat Fahey	Bob Bell
Doris Bartlett	Bette Keehley	Harold Hayes	Sigmund "Buddy" Kovachy
Linda Middlekauff			
Guest Presenters:	None		
ITEM		FACILITATOR	
<p>Gary Leif called the meeting to order at 10:01 a.m. Commissioner Leif stated the purpose of this meeting was to discuss the future plans for the Douglas County Library system. Round table self-introductions followed.</p>			
1. No prior minutes		None	
2. Public Comment on Agenda items		None	
<p>3. Discussion-Commissioner Leif Commissioner Leif explained that this was a task force meeting and would not be subject to public input. This task force was set up for each of the members to discuss solutions, challenges and problems. Each task force member can then take the ideas back to their districts for public input. Commissioner Leif asked the task force if there were any questions. There were none.</p>			
<p>4. Goals of the Task Force-Commissioner Leif</p> <ul style="list-style-type: none"> Find a way for the county library assets to be used by the cities. Commissioner Leif and Mr. Hayes worked diligently and came up with the best possible solution which was the "Reading Room" option and the Intergovernmental Agreements (IGA) to go with this model. The IGA's can be reviewed and changed as long as approved by the Board of Commissioners. Find long-term solutions to keep the library intact, as a whole. Reminder to the task force that whatever is decided as a group will be brought back to the Board of Commissioners for review and approval. Commissioner Leif brought up the idea about a possible facilitator. Group agreed that a facilitator was not needed at this time. 			
<p>5. History/Timeline of the past 6 weeks-Commissioner Leif</p> <ul style="list-style-type: none"> Created internal library closures department. Meetings were held weekly as the idea of closing the library is uncharted territory for Douglas County. However, many of the department heads were involved in the closure of the Health Department; so were equipped to discuss challenges and concerns. Commissioner Leif reached out to and met with as many organizations as he could who might have an interest in the library in any capacity. He stated that he met with Mr. Michael Lasher of Douglas County ESD. Mr. Lasher had expressed interest in Roseburg and possibly Myrtle Creek locations. Mr. Lasher had the idea of running part of ESD out of the location in Roseburg while keeping the library operational and attempt to find funding to do the same in south county so that it is not completely volunteer dependent. Commissioner Leif stated he would like to bring speakers from these 			

organizations in each week to speak with the task force.

- Commissioner Leif also stated he spoke with Dr. Debra Thatcher, President of UCC to create a partnership. UCC stated that although they liked the idea, the funding is not available at this time. However, Commissioner Leif stated that their model is a little different than ours and maybe something we can adapt to in the future along with their guidance.
- Commissioner Leif then discussed the City of Sutherlin school district reaching out to him offering to take over the Sutherlin library location and keeping it operational at a minimal cost to the county.
- Commissioner Leif stated that the Reedsport School District Superintendent called him and offered up staff assistance during the summer when school was not in session.
- Library Systems and Services reached out to Commissioner Leif and expressed interest in assisting as well. They are a private for company which operates 84 library districts throughout the US including one in Jackson County, OR.
- Oregon Solutions contacted Commissioner Leif. They are a Governor’s Task Force operated out of Portland State University with the intention of finding community challenges and then researching solutions. There is a cost for Oregon Solutions and the cost is unknown at this time. Ms. Sarah Giles informed Commissioner Leif that the cost could be anywhere from \$20,000 to \$120,000. They operate on “matching costs” which Commissioner Leif understands as if the total cost is \$20,000, they pay 50% and a funding source has to pay the other 50%. Their goal is for the Library Futures Task Force to come up with our best solution and then they will execute and assist.
- Four cities (Roseburg, Reedsport and Oakland) have requested to have a public vote to create their own library district. They have agreed to add a measure to the ballot at their own cost. However, this must be brought to the public twice at least three weeks apart which means that the timeline would not allow this election cycle.
- Lastly a couple of groups have reached out to Commissioner Leif about a bond levy with a sunset date of “x” amount of years.

6. Introduction and information from Douglas County IT Director-Kevin Potter

- Mr. Potter discussed the Health Department closure transition and how it compares to the Library closure upon us.
- Mr. Potter discussed the IT components of a closure and the IT assets. For example: computers, monitors and the software along with the explanation as to why these assets cannot simply be transferred to a new entity.
- Question on the floor regarding transferring the IT assets to each individual district as they came from taxpayer money, and the county assisting with the change in infrastructure.
- Question on the floor regarding an individual entity taking over the library systems and how much IT support/assets they would transition from the county. Mr. Potter stated the county would do whatever plausible to make the transition. Reiterated that the county wants to help, not hinder the process, however, there are certain logistical barriers that cannot be overcome.
- Question on the floor regarding library software annual costs. The costs are reported at approximately \$30,000 per year. There was comment that this is an accurate valuation of how much each different library software costs and there isn’t much variance from company to company.
- Comment on the floor stating task force member is searching sponsors to donate computers for the entire library system.
- Comment that the library foundation is researching the avenue of acquiring the data and software systems for an entity for a clean hand-off from the county to whoever takes it over.
- Comment from City of Riddle regarding moving forward with the Reading Room model. Going to city for vote on Monday. Volunteers in place to support this model.
- Question: how long each city has to make a decision on which avenue works best for them. Commissioner Leif assured the task force that they can take as long as they need to make a decision.
- Question: “Train the Trainer” concept and how it works if the cities are allotted an open ended timeframe, but cannot be “trained” without an IGA. Response was an agreement needed to be in place so that the training could be adapted to the needs of each particular IGA. Commissioner Leif stated a copy of the IGA would be sent out to all task force members for review.

- Question: If the IGA had to be between county and city or if it could be between county and entity. Answer is that it would have to run through county counsel for approval, but is an option.
- Question: Is there a county obligation to offer computers/internet access for unemployment needs, health and human services, etc. Answer: No formal obligation. County has offered as a convenience, but they do not have an obligation to do so. Commissioner Leif states that the task force can propose ideas to the Commissioners if the need is determined. Comment stating that state law obligates agencies providing public assistance such as DHS, Employment Dept., etc. to provide computer access. Libraries are not so obligated. However, keeping computers in the libraries met this requirement. Without the county supplying computers, the state may need to once again provide this for the communities and could possibly support the libraries in doing so.

7. Discussion regarding the Douglas County Library Roseburg Location-Commissioner Leif

Each city currently owns its building with the exception of the City of Roseburg. Currently, the city pays the county \$50,000 annually for maintenance and support of the building. With the library closing, there is concern about losing this funding. If the library is opened as a “reading room” model, do they get any portion of the \$50,000? These are questions that the Commissioners need to discuss with the City of Roseburg along with the building use.

8. Task Force expressed their wishes to hold weekly meetings and agreed to every Friday at 10:00 a.m.

9. Other

10. Future Agenda Items

- List of possible presenters for the Task Force to Review and make suggestions of possible additions.

11. Adjournment and Next Meeting: March 17, 2017