UMATILLA COUNTY
SPECIAL LIBRARY DISTRICT
Strengthening our community libraries

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Umatilla Special Library District Board

Special Meeting - Board Retreat - Information Sharing – No Decisions
Saturday, March 7, 2020, 9 AM – 2 PM
Blue Mountain Community College, Emigrant Hall, Room 102

Meeting Purpose:

- Share information to support the UCSLD Board of Directors in executing their duties

Desired Outcomes:

- Review information about the UCSLD Tax Distribution Formula

- Understand the many elements that determine the formula

- Gain knowledge of the various electronic databases that library patrons have access to

Agenda

Meeting Called to Order at 9:08 AM by Board President, John Thomas.

Introductions: Kara Davis, Hilary Stoupa, John Thomas, Nick Nash, Caty Clifton and Erin McCusker were present.
Guest Speaker – Gary Parker
Visitor – Mark Rose, Director of Hermiston Public Library

Overview of Day: Erin gave an overview of the day including:

- ❑ Tax Distribution Formula Review
  - o Overview
  - o Values to Guide Discussion and Decision-making
  - o Data
  - o Various formulas and methods to explore
- ❑ Lunch
- ❑ Electronic Database Overview

Minutes

Tax Distribution Formula Review
Definitions:
- Values – the why- criteria

- Equity – similar to viability. Sense of proportionality.
- Transparency – In the agreement, everyone knows the formula
- Consistency/Replicable - any person will get the same result using the formula

What values does the Board want to guide how tax dollars are distributed?

- Equity - Make sure each library has the bare minimum to be a library. The per capita guide shows the equity: small libraries will have a larger per capita number.
- Consistency
- Objective criteria - Board is authority and may not always be completely objective
- Replicable
- Sustainability
- Transparency
- Viability – bare minimum level to function, to provide a salary to attract employees.
- Formula that would not build competition into the criteria
- Focus on the library district as a system
- Keep the role of the Board and Director – neutral
- KISS – Keep It Simple Sweetie

Factors/Elements to Consider in Formula

- Population -
  - Zip Code
  - Service Population – City Population/Total of all Cities Populations = Multiplier % X Unincorporated Population total + City Population
- Base Amount -
  - Look at current operations – what are operation budgets
  - What are current FTEs?
  - Budgets – proportional
  - Run formula with base amount only for UCSLD partner libraries and with base amount including Hermiston
- Compliance with State Rules and OLA Guidelines – do not include in formula, but in Agreements
- Original funding was based on threshold criteria – how was the dollar amount determined?

Electronic Databases

The Board explored the available, Statewide databases, including the LearningExpress Library.

Next Steps

- Work the formulas, run with different options
- Get the link to Gary's spreadsheets
- Thank yous to the proposal authors and submitters of comments

Review

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Perfect	Never enough time
Gary's expertise – so helpful to explain where we've come from	
Need good communication going forward	
Discussion	
Recognizing that we are often seeing things the same way	

Adjourned

Hilary Stoupa moved to adjourn the meeting and Caty Clifton seconded. The motion passed unanimously. The meeting was adjourned at 2:08 PM by Board President John Thomas.