



# City of Bandon

555 Hwy 101, PO Box 67  
Bandon, OR 97411  
(541) 347-2437

*Bandon by the Sea*

Bandon Library Board Meeting

Thursday, April 9, 2026 at 1:00pm, Bandon Library Sprague Room

## AGENDA

1. Attendance:
2. Minutes of previous meeting:
3. Public Comment
4. Reports:
  - Director's Report
  - Library Statistics for January, February, March 2026
  - Financial reports
  - BLFF update (Johnston)
5. Action Items:
6. New Business:
7. Announcements:
8. Next Meeting Date:

Sheri Wright – Michele Schaefer – James Stott – Jon Lang – Micky Franks

## PUBLIC COMMENT POLICY

1. Public Comment shall be for a period of 10 minutes and shall generally follow the opening of the meeting. The Board reserves the right to rearrange its agenda to accommodate scheduled presenters.
2. Any citizen wishing to speak before the Board shall identify themselves by name and address and shall speak for no longer than 2 minutes. No citizen may speak more than once without the permission of the Chair. All citizens shall speak to the full Board through the Chair and shall not address individual members or administrators.
3. Individuals may address topics on the agenda, items specified for public comment, or items within the scope of responsibility of the Board. The Chair shall rule out of order any individual who fails to honor the guidelines or who addresses a matter inappropriate for public comment.
4. Any Board member may direct questions to the speaker through the Chair in order to clarify comments of the speaker.



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Bandon Library Board

## **Bandon Library Board Minutes – 1/29/2026 at 2:30pm**

Attendance: Sheri Wright, Jim Stott, Jon Lang, Michele Schaefer, Christine Kingsbury (Secretary/Library Director), and Cathy Johnston (Coos Library Board member). Meeting called to order at 2:26pm by Sheri Wright.

1. Minutes of previous meeting: Minutes unanimously approved.
2. Public Comment: None
3. Reports:

Library Director's Report: (Kingsbury)

Five new grants have been awarded to the library or BLFF:

- 100 Strong Bandon: \$3,700 to the BLFF to support collection development (additional half matching grant applied for)
- Bandon Dunes: \$5,000 to the library for operational support
- LSTA Federal Mini Grant: \$3,000 to the library to support collection development
- BLFF Lifetime Members Club: Over \$10,000 towards new LED lighting upgrades in the library stacks. Left-over funds will be used for new signage and large print books
- Coos County Cultural Coalition: \$1,200 to the BLFF to implement strings instruction for homeschool students

December and January program highlights included: family ornament making, a "Climbing Denali" presentation, "Sea and Shore Birds" presentation by SEA, and "Dying to Know" workshop (end of life plan) presented by the Oregon Older Adult Behavioral Health Initiative.

Upcoming special events: "Astronomy 101" presentation by Dr. Aaron Coyner of SWOCC, SEA presentation "Bringing back Oregon Sea Otters" by Kyle Motley, Travel Night – French Polynesia, Bandon Playhouse presentation on their upcoming play *The Diary of Anne Frank*, BLFF Fundraiser – Author Talk with Dulce Havill (memoir writing & travel adventures in Africa and Asia), and Aryeh Frankfurter and Lisa Lynn Celtic harp.

Ongoing programs: Bandon Art Gallery exhibits, BLFF Book Club, Preschool Storytime, Bilingual Storytime, Therapy Dog Storytime, Freewriting, drop-in board games sponsored by the BLFF, Seed Library, Storytelling Café, Age Café, Death Café, Teen Hangout, sports checkout, 0-5 Open Play, Homeschool Connect, "All Things Internet: Learn to Use the Internet and Cloud", Windows computer help, Spanish practice conversation group (all levels), French Conversation (all levels), Craft Community (adult fiber craft meet-up), Awkward Art (kids 2<sup>nd</sup>-8<sup>th</sup> grade), STEM Club (kids 2<sup>nd</sup>-8<sup>th</sup> grade), and Travel Night.

Kingsbury advised that library board member Vosburg had resigned from the board due to moving out of the area and Micky Franks will be joining the board in February.

In January, the library hosted a Coastline Libraries meeting with directors from all libraries in Coos County and Curry County. This important partnership supports material and resource sharing among the two counties.

Current library budget and statistical reports were provided and reviewed. Johnston discussed the history and board's role in overseeing the Library Memorial Fund.

Kingsbury advised that the Coos County library directors would be meeting soon to review and discuss the proposed funding request and budget for the Extended Services and Outreach division of the Coos Library District. From the funds designated to the library service district, the ESO receives funding first then the remaining funds are distributed to the eight libraries based on the allocation formula. Once reviewed by the library directors for input, the proposed funding amount and budget is brought to the Coos Library Board. If approved, the proposal then goes before the county commissioners for approval. Kingsbury noted that it is important that the directors are involved and participate in the process as the ESO funding impacts all libraries in the district.

Bandon Library Friends and Foundation (BLFF) Report: (Johnston)

The BLFF will hold the annual book (and things) sale on April 10<sup>th</sup> and 11<sup>th</sup>. The BLFF is hosting a fundraising event featuring local author Dulce Havill. Havill will discuss her travels in Asia and Africa and how to write a memoir. \$20 donation is suggested and the book is available for purchase at Winter River Books with \$2 of the sale going back to the BLFF. The Lifetime Members Club donated \$10,000 to the library to update the lighting in the adult sections to LED. The area had been very dark and the update provides proper lighting to enhance visibility.

4. Action Items: None

5. New Business: Lang proposed the idea of starting an adult literacy program at the library. He is willing to be a tutor for the program and has been researching training for tutors and

program structure. Kingsbury and Lang will meet to further develop a model and report back to the board.

6. Announcements: none
7. Meeting adjourned at 3:30pm. The next Library Advisory Board meeting is scheduled for Thursday, April 9 at 1:00pm in the Sprague Room of the Bandon Library.



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## **Bandon Library Director's Report April 2026:**

This spring we are celebrating creative events for all ages. From gardening workshops to children's storytimes and tech help sessions, there is something for everyone to enjoy.

The library hosted a Celtic harp and rare instruments concert by Aryeh Frankfurter and Lisa Lynne at the Sprague Theater. Approximately 180 attendees enjoyed a wide range of harp and string music. Special thanks to the BLFF for sponsoring the event. Additional special programs included Shoreline Education Awareness (Marine Mammals of Oregon), an Astronomy 101 presentation, an author talk with Dulce Havill, a "Dying to Know" seminar about end-of-life preparedness, and an adult puzzle race challenge. Library staff participated in the annual Ocean Crest Elementary Health Fair, which provided information to families on library youth programs and summer reading fun. The Bandon Art Gallery currently features works by Vicki Afatati and Eliza Holliday.

The library is partnering with the City of Bandon Public Works Department to host a special Arbor Day storytime and book giveaway made possible by a grant from Oregon Community Trees. The event also highlights a new display in the City Park StoryWalk. The library is also hosting a special bilingual storytime and book giveaway on April 30<sup>th</sup> to celebrate El Día De Los Niños/El Día De Los Libros (Day of the Child/Day of the Book).

Ongoing programs: Bandon Art Gallery exhibits, BLFF Book Club, Preschool Storytime, Bilingual Storytime, Therapy Dog Storytime, Freewriting, drop-in board games sponsored by the BLFF, Seed Library, Storytelling Café, Age Café, Death Café, Teen Hangout, sports checkout, 0-5 Open Play, Homeschool Connect, Tech Lab (computer and cell phone help), Spanish practice conversation group (all levels), French Conversation (all levels), Craft Community (adult fiber craft meet-up), Awkward Art (kids 2<sup>nd</sup>-8<sup>th</sup> grade), STEM Club (kids 2<sup>nd</sup>-8<sup>th</sup> grade), and Travel

Night.

Staff have been busy with collection assessments and revamping our non-fiction children's sections. This year we are focusing on expanding staff training opportunities to enable staff to continue to provide quality services to our community. I am truly blessed with the opportunity to work with such amazing staff.

Thank you for all you do to help support our library and community!

*Christine Kingsbury*, Bandon Library Director

CITY OF BANDON  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2026

LIBRARY MEMORIAL FUND (220)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
220-400-00 BEGINNING FUND BALANCE	.00	106,046.45	105,683.00	( 363.45)	100.3
TOTAL BEGINNING BALANCE	.00	106,046.45	105,683.00	( 363.45)	100.3
<u>MISC - INTEREST INCOME</u>					
220-450-00 INTEREST INCOME	.00	3,012.84	1,600.00	( 1,412.84)	188.3
TOTAL MISC - INTEREST INCOME	.00	3,012.84	1,600.00	( 1,412.84)	188.3
TOTAL FUND REVENUE	.00	109,059.29	107,283.00	( 1,776.29)	101.7

CITY OF BANDON  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2026

LIBRARY MEMORIAL FUND (220)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
220-50-980 CONTINGENCY	.00	.00	107,283.00	107,283.00	.0
TOTAL EXPENDITURES	.00	.00	107,283.00	107,283.00	.0
TOTAL FUND EXPENDITURES	.00	.00	107,283.00	107,283.00	.0
NET REVENUE OVER EXPENDITURES	.00	109,059.29	.00	( 109,059.29)	.0

CITY OF BANDON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2026

LIBRARY FUND (230)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
230-400-00 BEGINNING FUND BALANCE	.00	268,441.05	236,484.00	( 31,957.05)	113.5
TOTAL BEGINNING BALANCE	.00	268,441.05	236,484.00	( 31,957.05)	113.5
<u>INTERGOVRNMNTL - COUNTY GRANT</u>					
230-424-01 COUNTY LIBRARY SUPPORT	37,623.74	498,734.43	489,000.00	( 9,734.43)	102.0
230-424-02 READY TO READ GRANT	.00	1,000.00	1,000.00	.00	100.0
TOTAL INTERGOVRNMNTL - COUNTY GRANT	37,623.74	499,734.43	490,000.00	( 9,734.43)	102.0
<u>MISC - INTEREST INCOME</u>					
230-450-00 INTEREST INCOME	.00	8,375.18	1,500.00	( 6,875.18)	558.4
TOTAL MISC - INTEREST INCOME	.00	8,375.18	1,500.00	( 6,875.18)	558.4
<u>MISC - GRANTS</u>					
230-474-00 MISC - GRANTS	3,000.00	11,285.51	2,000.00	( 9,285.51)	564.3
TOTAL MISC - GRANTS	3,000.00	11,285.51	2,000.00	( 9,285.51)	564.3

CITY OF BANDON  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2026

LIBRARY FUND (230)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 475</u>					
230-475-02 LOST BOOKS	50.00	364.95	500.00	135.05	73.0
230-475-03 COPIES	319.55	1,876.54	500.00	( 1,376.54)	375.3
TOTAL SOURCE 475	369.55	2,241.49	1,000.00	( 1,241.49)	224.2
<u>SOURCE 478</u>					
230-478-01 LIBRARY FOUNDATION	.00	33,374.39	20,000.00	( 13,374.39)	166.9
TOTAL SOURCE 478	.00	33,374.39	20,000.00	( 13,374.39)	166.9
<u>MISC - OTHER</u>					
230-489-00 OTHER	491.95	3,077.59	3,000.00	( 77.59)	102.6
TOTAL MISC - OTHER	491.95	3,077.59	3,000.00	( 77.59)	102.6
TOTAL FUND REVENUE	41,485.24	826,529.64	753,984.00	( 72,545.64)	109.6

CITY OF BANDON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING MARCH 31, 2026

LIBRARY FUND (230)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
230-50-505 REGULAR EMPLOY SALARIES & WAGES	18,707.86	187,545.03	267,500.00	79,954.97	70.1
230-50-521 HOLIDAY PAY	.00	330.20	.00	( 330.20)	.0
230-50-550 SOCIAL SECURITY	1,431.16	14,372.52	20,500.00	6,127.48	70.1
230-50-551 RETIREMENT	5,679.71	62,925.10	80,990.00	18,064.90	77.7
230-50-552 HEALTH & LIFE INSURANCE	5,470.70	50,837.40	87,100.00	36,262.60	58.4
230-50-553 UNEMPLOYMENT	318.03	3,175.56	4,620.00	1,444.44	68.7
230-50-555 W/C INSURANCE	53.37	548.02	900.00	351.98	60.9
230-50-556 OFLA	74.83	751.50	1,150.00	398.50	65.4
230-50-620 OFFICE SUPPLIES	262.89	7,251.73	5,000.00	( 2,251.73)	145.0
230-50-631 UTILITIES	1,927.83	11,956.47	20,000.00	8,043.53	59.8
230-50-635 MINOR MAINTENANCE	.00	.00	500.00	500.00	.0
230-50-661 CONTRACTUAL SERVICES	4,036.24	19,767.12	30,000.00	10,232.88	65.9
230-50-681 INSURANCE	.00	10,703.32	10,057.00	( 646.32)	106.4
230-50-690 LIBRARY MATERIALS	2,176.56	11,622.94	15,000.00	3,377.06	77.5
230-50-691 ART GALLERY	.00	95.96	600.00	504.04	16.0
230-50-694 READY TO READ GRANT EXPEND	.00	500.00	1,000.00	500.00	50.0
230-50-696 EDUCATIONAL PROGRAMS	530.87	3,177.68	8,100.00	4,922.32	39.2
230-50-749 OTHER	1,078.09	1,906.27	3,000.00	1,093.73	63.5
230-50-980 CONTINGENCY	.00	.00	197,967.00	197,967.00	.0
TOTAL EXPENDITURES	41,748.14	387,466.82	753,984.00	366,517.18	51.4
TOTAL FUND EXPENDITURES	41,748.14	387,466.82	753,984.00	366,517.18	51.4
NET REVENUE OVER EXPENDITURES	( 262.90)	439,062.82	.00	( 439,062.82)	.0

**BANDON LIBRARY FY25/26****Jan-26 Fiscal YTD**

Checkouts/Renewals	6157	47996
Items withdrawn	72	960
Items Added	127	1092
Item Sharing - Coastline		
Borrowed	847	5273
Loaned	889	6250
Programs	46	312
Program Attendance	539	4796
Library Cards	23	157
Library Visits	3660	28261

**BANDON LIBRARY FY25/26****Feb-26 Fiscal YTD**

Checkouts/Renewals	6440	54436
Items withdrawn	1048	2008
Items Added	191	1283
Item Sharing - Coastline		
Borrowed	667	5940
Loaned	886	7136
Programs	55	367
Program Attendance	727	5523
Library Cards	26	183
Library Visits	3892	32153

**BANDON LIBRARY FY25/26****Mar-26 Fiscal YTD**

Checkouts/Renewals	6792	61228
Items withdrawn	344	2352
Items Added	143	1426
Item Sharing - Coastline		
Borrowed	569	6509
Loaned	742	7878
Programs	56	423
Program Attendance	872	6395
Library Cards	33	216
Library Visits	4451	36604