



City of Bandon

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

Bandon by the Sea

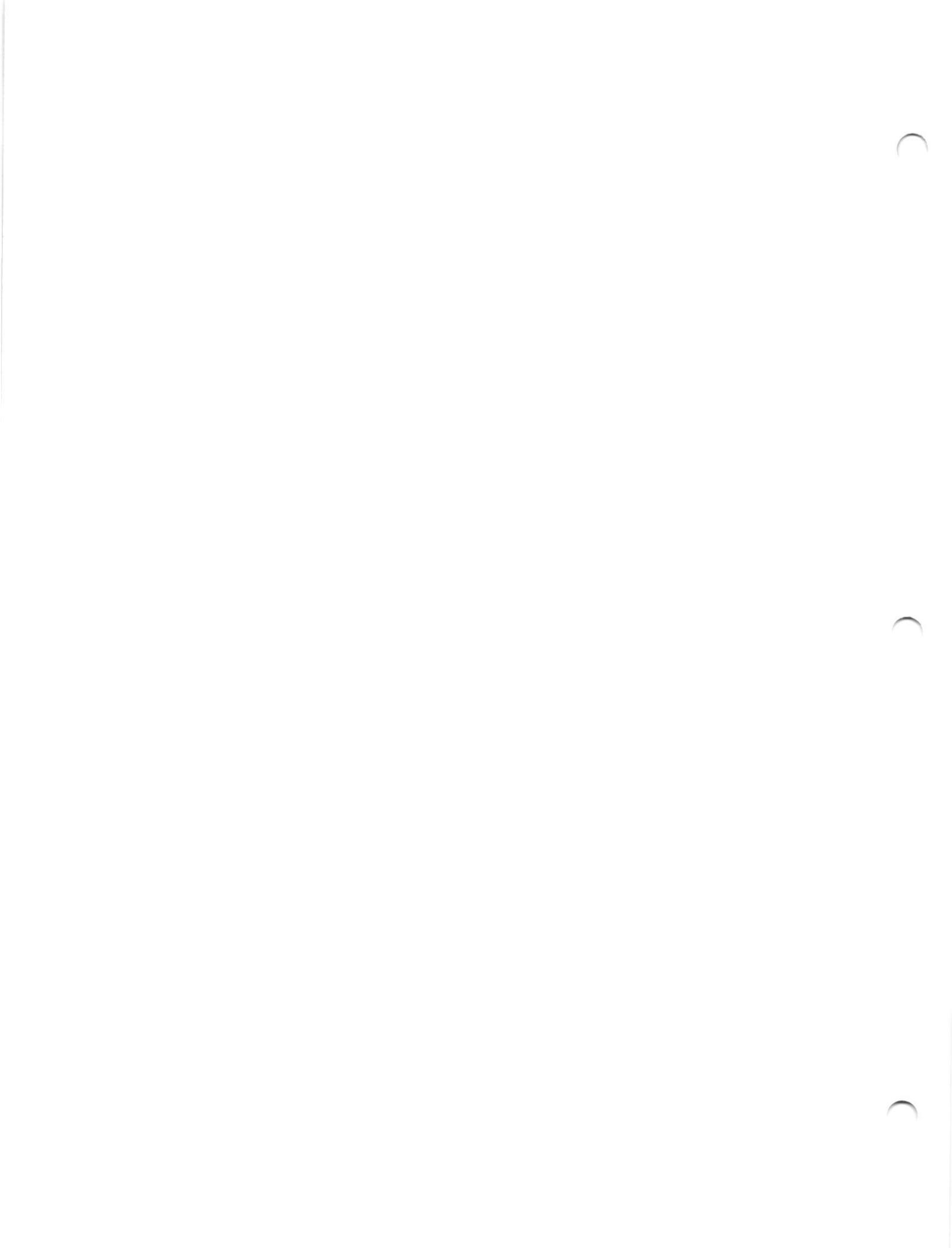
Bandon Library Board Meeting

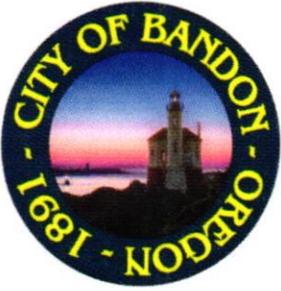
Thursday, February 15, 2024 at 11:30am, Bandon Library Sprague Room

AGENDA

1. Attendance:
2. Minutes of previous meeting:
3. Public Comment
4. Reports:
 - Director's Report
 - Library Statistics for Nov. 2023, Dec. 2023 and Jan. 2024
 - Financial reports
 - Karen Thomas – Citizen Involvement Committee update
 - BLFF report – Thomas/Joyce
5. Action Items:
6. New Business: Allocation formula update (Cathy Johnston/Coos Library Board)
7. Announcements:
8. Next Meeting Date:

James Collins - Randal Hill – Horty Joyce - Karen Thomas – Sheri Wright





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Bandon Library Board

Bandon Library Board Minutes – 12/7/2023 at 11:30am

1. Attendance: Sheri Wright, Karen Thomas, Horty Joyce, Randal Hill, Christine Kingsbury (Secretary/Library Director), and Cathy Johnston (Coos Library Board member). Meeting called to order at 11:35am by Sheri Wright. Absent: James Collins.

2. Minutes of previous meeting: Minutes were unanimously approved.

3. Reports:

Library Director's Report: (Christine Kingsbury)

- The library recently received three new grants: The Casselle Grant for teen programming (\$1000), the John Henry Eldred Jr. Grant for youth programming (\$3000), and just over \$8100 from 100 Strong Bandon through the Bandon Library Friends and Foundation for adult materials. The library is currently surveying families for input on what types of programs they would like to see offered at the library.
- Funds from the 2022 and 2023 PLA Digital Learn Incentive grant were used to hold basic community computer classes and purchase all new public computers for the library.
- The library recently applied for a grant through the Coos County Cultural Coalition to provide art supplies for monthly free art classes at the library. The library should be notified within the next couple of months if chosen to receive the grant.
- Ongoing library programs include Bandon Art Gallery exhibits, Ukulele Play-and-Sing Along, Chess Club (all age), Adult Chess Club, BLFF Book Club, preschool storytime, Washed Ashore kid's drop-in STEAM club, Washed Ashore storytime, Friday Freewriting, open Apple Lab, drop-in board games sponsored by the BLFF, and plastic collection.



- Upcoming special programs include ornament making, astronomy presentation with Dr. Coyner of SWOCC (NASA Solar System Ambassador), Celtic harp concert (Aryeh Frankfurter and Lisa Lynne), and the Native Innovation Exhibition from the Museum of Natural and Cultural History in June.
- The library hosted “The Crazy Librarian” escape room at the end of October with 125 participants. Out of popularity, it was extended out another week.
- Highlights from the FY22/23 Oregon State Library Report:
Circulation (checkout of materials) = 88,512
In person live programs = 139
In person live program attendance = 2500
Passive drop-in programs = 131
Passive drop-in program attendance = 2507
Total program attendance = 5007

Thomas – Committee for Community Involvement (CCI) report:

- No new information to report as there have been no meetings since last spring.

4. Action Items:

Policy Review

Kingsbury provided a copy of the Meeting Room Policy/Application with new suggested additions for review. A motion to accept the Meeting Room Policy/Application was made by Thomas and seconded by Joyce. The revised Meeting Room Policy/Application was unanimously approved.

Library Allocation Proposal:

Kingsbury provided an update on the Coos Library Board Allocation Committee’s work on a new library distribution formula. Cathy Johnston provided input and answered questions raised by the board as she serves on the Coos Library Board and Coos Library Board Allocation Committee.

On December 4, 2023 the Coos Library Board Allocation Committee formally presented a new recommended distribution formula and transition plan to the Coos Library Board (CLB) (see attached proposal). The CLB unanimously voted to approve the recommendation. The CLB has asked that each library director solicit input from their city and stakeholders to be reported back to them by February 5, 2023. The CLB will then make the final decision to move forward with the proposed recommendation to the Coos County Board of Commissioners. Kingsbury stated that she feels the proposed new formula based on population and usage statistics is a fair and equitable method of distribution of funds across the libraries in the county. The proposal calls for a four-year transition plan to be implemented in FY24/25. This would mean that the Bandon Library would receive partial additional funding each year with full funding five years from now.

Kingsbury stated that she is concerned about the length of the transition time as it will impact Bandon Library. Bandon Library is in need of proper funding now and waiting for full funding could impact staffing levels. Kingsbury has strongly advocated to the CLB on behalf of Bandon for a quicker transition into full funding. However, the CLB is adamant that the proposed transition time is needed for the libraries who have been over-funded to adjust to a decrease in funding. Kingsbury stated that she is highly in favor of the proposed distribution formula, and though she is concerned about the lengthy transition time, she feels that our library board should approve the recommendation as to not delay the process even further. Thomas initiated a motion to approve the CLB recommended distribution formula proposal and transition plan. Joyce seconded. The motion was unanimously approved.

5. The next Library Advisory Board meeting is scheduled for Thursday, February 15, 2024 at 11:30am in the Sprague Room of the Bandon Library. Meeting adjourned at 11:30am.



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Bandon by the Sea

Bandon Library Advisory Board: Director's Report, February 2024

As we move into a new year, library staff have been busy working to create innovative library programs and services. With the help of grants and donations we have several new programs in the works. Recent grants and fundraising support received from the community and Bandon Library Friends and Foundation are essential in assisting with our daily operations and moving the library forward to better serve our community.

The Bandon Library Friends and Foundation Lifetime Members Club donated \$13,000 to the Bandon Library to assist with utility costs! As we wait for the implementation of a new allocation formula, assistance with funding toward daily operational expenses is greatly needed. We are so thankful for the ongoing support from the BLFF and LTMC.

The library is in the process of purchasing items for our new teen hangout program and 0-5 open playtime program. These new programs are supported by the recently received Caselle Grant and John Henry Eldred Jr. Foundation Grant. We also received notice that the library will be the recipients of the Coos County Cultural Coalition Grant of \$750 towards art supplies and the Oregon Humanities Mini Rural Grant for \$3000 toward adult storytelling programming.

In January, the library hosted an Astronomy Talk with SWOCC Professor and NASA Solar System Ambassador, Dr. Aaron Coyner. The popular program had over 70 attendees. We will also be hosting four monthly presentations by Shoreline Education Awareness this spring. The most recent presentation on oceanography featured guest speaker Nancy Mesner with over 50 attendees. Last month the library began a monthly storytelling café. Staff member Jan Ayers attended an intensive training last year in preparation of the new program.

The library is partnering with the Bandon Library Friends and Foundation to host a Celtic harp concert on February 16th at the Sprague Theater. The concert features musicians Aryeh Frankfurter and Lisa Lynne. In March we will be offering a beginning knitting workshop with Diane Sexton and teen painting class with Vicki Affatati. Summer reading presentation plans include the Native American Innovation Exhibit, the Gansango Music and Dance Company, Magician Jeff Evans, Reptile Man, Journey Under the Sea, Washed Ashore youth presentation, youth art classes, and hopefully, a portable planetarium show with local NASA Solar System Ambassadors. A new Age Café program for

James Collins - Randal Hill – Horty Joyce - Karen Thomas – Sheri Wright

adults is currently in the planning stages with implementation starting soon.

Ongoing programs: Bandon Art Gallery exhibits, Chess Club (all age), Adult Chess Club, BLFF Book Club, preschool storytime, Washed Ashore kid's drop-in STEAM club, Washed Ashore storytime, Friday Freewriting, open Apple Lab, drop-in board games sponsored by the BLFF, plastic collection, storytelling café (new), and group board game time (new).

The library is partnering with the Bandon Community Garden to organize a "Seed Library" in which the community will be able to obtain free seeds at the library. We hope to have this available this spring.

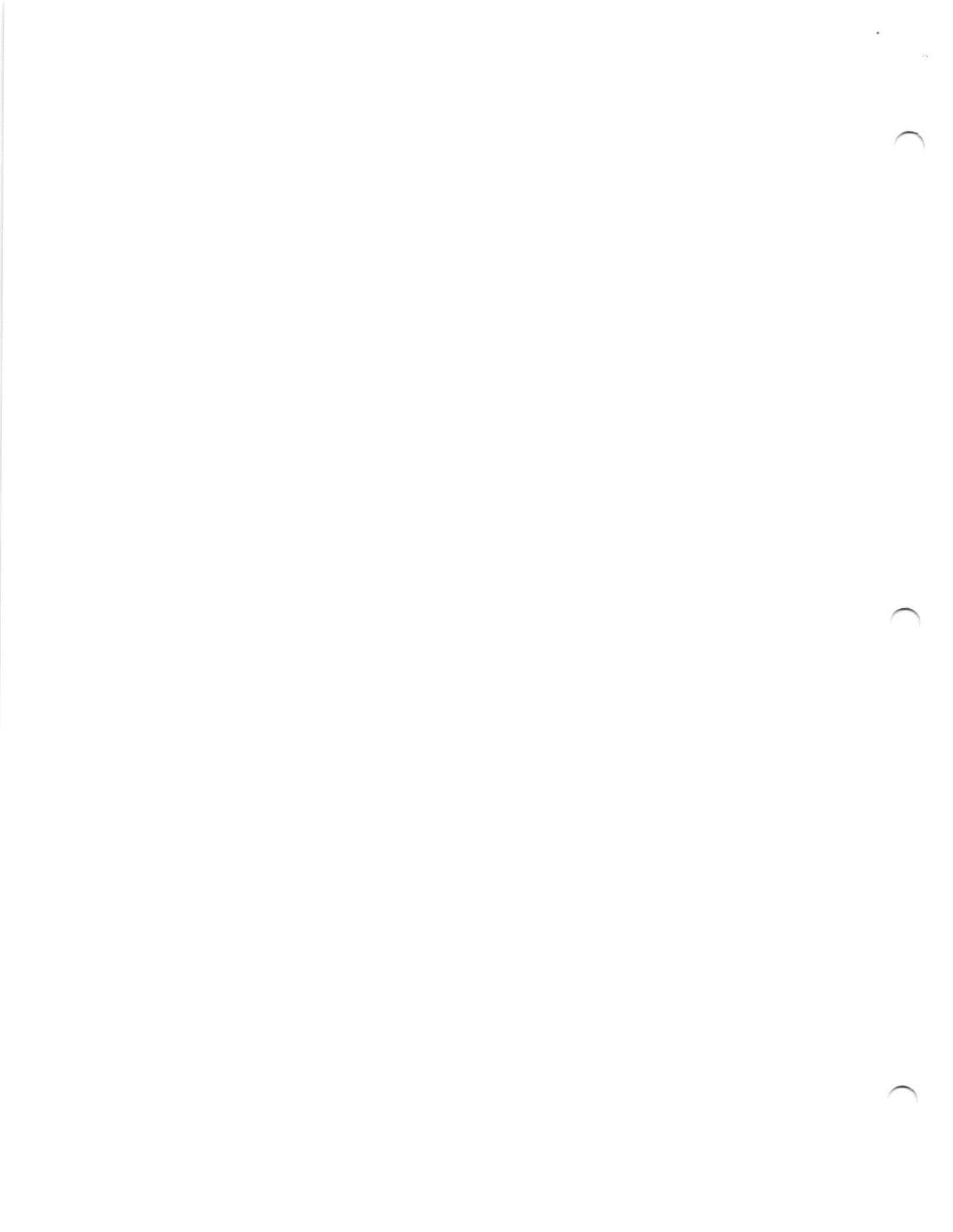
In December 2023, the Coos Library Board provided cities in our county with a recommended revised library allocation formula and transition plan in order to solicit feedback from stakeholders. Their current plan is to present the final recommendation to the county commissioners this March. Should it be accepted, implementation of the new formula would begin in FY24/25.

As you can see, we are very excited about all the new programs and services we are planning. My hat is off to our wonderful library staff and to the community support that have been instrumental in making this possible. Thank you too for all you do to help create a quality library experience for our patrons!

Christine Kingsbury, Bandon Library Director

BANDON LIBRARY**Nov-23 Fiscal YTD**

Checkouts/Renewals	7006	34225
Items withdrawn	461	1502
Items Added	145	931
Item Sharing - Coastline		
Borrowed	810	4192
Loaned	996	4893
Programs	47	199
Program Attendance	719	2962
Library Cards	22	115
Library Visits	4002	19455



BANDON LIBRARY	Dec-23 Fiscal YTD	
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Checkouts/Renewals	7316	41541
Items withdrawn	46	1548
Items Added	143	1074
Item Sharing - Coastline		
Borrowed	876	5068
Loaned	990	5883
Programs	35	234
Program Attendance	719	3351
Library Cards	15	130
Library Visits	3519	22974

BANDON LIBRARY**Jan-24 Fiscal YTD**

Checkouts/Renewals	7898	49439
Items withdrawn	79	1627
Items Added	179	1253
Item Sharing - Coastline		
Borrowed	923	5991
Loaned	1055	6938
Programs	41	275
Program Attendance	527	3878
Library Cards	33	163
Library Visits	3500	26474

CITY OF BANDON
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

LIBRARY MEMORIAL FUND (220)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
220-400-00 BEGINNING FUND BALANCE	.00	96,521.19	95,874.00	(647.19)	100.7
TOTAL BEGINNING BALANCE	.00	96,521.19	95,874.00	(647.19)	100.7
<u>MISC - INTEREST INCOME</u>					
220-450-00 INTEREST INCOME	.00	2,215.67	1,600.00	(615.67)	138.5
TOTAL MISC - INTEREST INCOME	.00	2,215.67	1,600.00	(615.67)	138.5
TOTAL FUND REVENUE	.00	98,736.86	97,474.00	(1,262.86)	101.3

CITY OF BANDON
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

LIBRARY MEMORIAL FUND (220)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
220-50-770 CIP - MISC	.00	.00	30,974.00	30,974.00	.0
220-50-980 CONTINGENCY	.00	.00	66,500.00	66,500.00	.0
TOTAL EXPENDITURES	.00	.00	97,474.00	97,474.00	.0
TOTAL FUND EXPENDITURES	.00	.00	97,474.00	97,474.00	.0
NET REVENUE OVER EXPENDITURES	.00	98,736.86	.00	(98,736.86)	.0

CITY OF BANDON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

LIBRARY FUND (230)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
230-400-00 BEGINNING FUND BALANCE	.00	173,606.22	140,738.00	(32,868.22)	123.4
TOTAL BEGINNING BALANCE	.00	173,606.22	140,738.00	(32,868.22)	123.4
<u>INTERGOVRNMNTL - COUNTY GRANT</u>					
230-424-01 COUNTY LIBRARY SUPPORT	.00	369,038.89	418,584.00	49,545.11	88.2
230-424-02 READY TO READ GRANT	.00	.00	1,000.00	1,000.00	.0
TOTAL INTERGOVRNMNTL - COUNTY GRANT	.00	369,038.89	419,584.00	50,545.11	88.0
<u>MISC - INTEREST INCOME</u>					
230-450-00 INTEREST INCOME	.00	2,719.26	1,300.00	(1,419.26)	209.2
TOTAL MISC - INTEREST INCOME	.00	2,719.26	1,300.00	(1,419.26)	209.2
<u>MISC - GRANTS</u>					
230-474-00 MISC - GRANTS	3,000.00	3,000.00	2,000.00	(1,000.00)	150.0
TOTAL MISC - GRANTS	3,000.00	3,000.00	2,000.00	(1,000.00)	150.0

CITY OF BANDON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

LIBRARY FUND (230)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	(UNEARNED	PCNT
<u>SOURCE 475</u>						
230-475-02 LOST BOOKS	5.00	875.95	650.00	(225.95)	134.8
230-475-03 COPIES	105.20	1,040.65	500.00	(540.65)	208.1
TOTAL SOURCE 475	110.20	1,916.60	1,150.00	(766.60)	166.7
<u>SOURCE 478</u>						
230-478-01 LIBRARY FOUNDATION	.00	19,000.00	16,000.00	(3,000.00)	118.8
TOTAL SOURCE 478	.00	19,000.00	16,000.00	(3,000.00)	118.8
<u>MISC - OTHER</u>						
230-489-00 OTHER	13,175.00	25,759.00	3,500.00	(22,259.00)	736.0
TOTAL MISC - OTHER	13,175.00	25,759.00	3,500.00	(22,259.00)	736.0
TOTAL FUND REVENUE	16,285.20	595,039.97	584,272.00	(10,767.97)	101.8

CITY OF BANDON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

LIBRARY FUND (230)

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
230-50-505 REGULAR EMPLOYEES	.00	116,656.86	248,251.00	131,594.14	47.0
230-50-550 SOCIAL SECURITY	.00	8,924.34	18,992.00	10,067.66	47.0
230-50-551 RETIREMENT	.00	22,407.40	69,188.00	46,780.60	32.4
230-50-552 HEALTH & LIFE INSURANCE	.00	39,785.51	75,954.00	36,168.49	52.4
230-50-553 UNEMPLOYMENT	.00	1,807.22	1,738.00	(69.22)	104.0
230-50-555 W/C INSURANCE	.00	357.73	694.00	336.27	51.6
230-50-556 OFLA	.00	466.62	1,490.00	1,023.38	31.3
230-50-620 OFFICE SUPPLIES	.00	1,769.01	3,000.00	1,230.99	59.0
230-50-630 JANITORIAL SUPPLIES	.00	.00	500.00	500.00	.0
230-50-631 UTILITIES	1,955.15	8,028.73	18,000.00	9,971.27	44.6
230-50-635 MINOR MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
230-50-650 TRAINING & TRAVEL	.00	.00	500.00	500.00	.0
230-50-651 MEMBERSHIPS	.00	.00	200.00	200.00	.0
230-50-661 CONTRACTUAL SERVICES	1,589.83	11,508.81	24,000.00	12,491.19	48.0
230-50-681 INSURANCE	.00	8,366.89	7,658.00	(708.89)	109.3
230-50-690 LIBRARY MATERIALS	34.94	3,223.67	15,000.00	11,776.33	21.5
230-50-691 ART GALLERY	.00	267.57	600.00	332.43	44.6
230-50-694 READY TO READ GRANT EXPEND	.00	120.00	1,000.00	880.00	12.0
230-50-696 EDUCATIONAL PROGRAMS	44.65	6,471.61	8,100.00	1,628.39	79.9
230-50-749 OTHER	.00	145.79	17,000.00	16,854.21	.9
230-50-980 CONTINGENCY	.00	.00	71,407.00	71,407.00	.0
TOTAL EXPENDITURES	3,624.57	230,307.76	584,272.00	353,964.24	39.4
TOTAL FUND EXPENDITURES	3,624.57	230,307.76	584,272.00	353,964.24	39.4
NET REVENUE OVER EXPENDITURES	12,660.63	364,732.21	.00	(364,732.21)	.0

MONTHLY REPORT

December 31, 2023

FUND		NOVEMBER ENDING BALANCE	ADJUSTMENTS	DECEMBER BEGINNING BAL	REVENUES Dec 31, 2023	EXPENDITURES Dec 31, 2023	ENDING BALANCE
100	GENERAL (OPER)	\$3,041,634		\$3,041,634	\$249,927	\$200,365	\$3,091,196
110	RAINY DAY	\$621,518		\$621,518	\$2,587	\$0	\$624,105
151	POLICE RESERVE PROGRAM	\$51,342		\$51,342	\$7,818	\$7,872	\$51,288
210	STATE TAX STREET (SR)	\$265,097		\$265,097	\$25,974	\$21,569	\$269,502
220	LIBRARY MEMORIAL (SR)	\$98,327		\$98,327	\$410	\$0	\$98,737
230	LIBRARY (SR)	\$72,283		\$72,283	\$314,510	\$34,722	\$352,071
240	TOURISM DEVELOPMENT (SR)	\$457,884		\$457,884	\$2,003	\$2,699	\$457,188
250	COMMUNITY BEAUT (SR)	\$15,847		\$15,847	\$2,786	\$3,730	\$14,903
260	STATE REVENUE SHARING (SR)	\$40,702		\$40,702	\$170	\$0	\$40,872
365	GO BONDS DEBT SERVICE	\$767,533		\$767,533	\$64,308	\$0	\$831,841
410	BLOCK GRANT (SR)	\$149,441		\$149,441	\$626	\$0	\$150,067
550	PARK & REC DEV (CP)	\$55,172		\$55,172	\$230	\$0	\$55,402
636	LID DEBT SERVICE (DS)	\$187,954		\$187,954	\$785	\$0	\$188,739
640	LOCAL IMPR DIST D/S (DS)	\$57,279		\$57,279	\$238	\$0	\$57,517
710	STREET SDC REIMB (CP)	\$319,225		\$319,225	\$2,243	\$0	\$321,468
711	STREET SDC IMPROV (CP)	\$623,763		\$623,763	\$4,310	\$0	\$628,073
715	STORM DRN SDC REIM (CP)	\$196,239	(\$6,396)	\$189,843	\$2,779	\$93,548	\$99,074
716	STORM DRN SDC IMPR (CP)	\$228,411		\$228,411	\$3,424	\$0	\$231,835
720	WATER SDC REIMB (WTR ENT)	\$401,529		\$401,529	\$1,653	\$0	\$403,182
721	WATER SDC IMPROV (WTR ENT)	\$2,311,391		\$2,311,391	\$9,505	\$0	\$2,320,896
730	SEWER SDC REIMB (SWR ENT)	\$201,028		\$201,028	\$3,022	\$0	\$204,050
731	SEWER SDC IMPROV (SWR ENT)	\$460,588		\$460,588	\$5,246	\$0	\$465,834
750	LOCAL OPT STREET (CP)	\$2,615,714	\$6,396	\$2,622,110	\$64,106	\$1,190	\$2,685,026
910	ELECTRIC FUND (ENT)	\$3,879,057		\$3,879,057	\$715,118	\$818,421	\$3,775,754
940	WATER FUND (ENT)	\$187,520		\$187,520	\$102,423	\$86,044	\$203,899
941	WATER PLANT IMPROVEMENT (CP)	\$531,947		\$531,947	\$26,429	\$0	\$558,376
942	WATER PLANT RESERVE FUND	\$919,536		\$919,536	\$3,826	\$1,020	\$922,342
950	SEWER FUND (ENT)	\$12,304		\$12,304	\$92,276	\$67,529	\$37,051
952	WASTEWATER RESERVE FUND	\$3,093,516		\$3,093,516	\$12,862	\$6,999	\$3,099,379
560	URBAN RENEWAL #1 (CP)	\$599,750		\$599,750	\$45,094	\$36,572	\$608,272
570	URBAN RENEWAL #2 (CP)	\$955,822		\$955,822	\$24,441	\$333	\$979,930
TOTALS		\$23,419,353	\$0	\$23,419,353	\$1,791,129	\$1,382,613	\$23,827,869

YEAR-TO-DATE REPORT

December 31, 2023

50% of FY 2023-24 HAS ELAPSED

FUND		BUDGET	AUDITED BEGIN BALANCE July 1, 2023	REVENUES YTD	EXPENDITURES YTD	NET REVENUE OVER EXPENDITURES	ENDING BALANCE Dec 31, 2023	EXP % OF BUDGET
100	GENERAL (OPER)	\$5,106,607	\$2,854,332	\$1,970,123	\$1,733,259	\$236,864	\$3,091,196	34%
110	RAINY DAY	\$627,721	\$610,100	\$14,005	\$0	\$14,005	\$624,105	0%
151	POLICE RESERVE PROGRAM	\$62,522	\$59,322	\$15,836	\$23,870	(\$8,034)	\$51,288	38%
210	STATE TAX STREET (SR)	\$516,110	\$260,444	\$145,823	\$136,765	\$9,058	\$269,502	26%
220	LIBRARY MEMORIAL (SR)	\$97,474	\$96,521	\$2,216	\$0	\$2,216	\$98,737	0%
230	LIBRARY (SR)	\$584,272	\$173,605	\$405,149	\$226,683	\$178,466	\$352,071	39%
240	TOURISM DEVELOPMENT (SR)	\$461,053	\$0	\$461,419	\$4,231	\$457,188	\$457,188	1%
250	COMMUNITY BEAUT (SR)	\$57,712	\$10,955	\$26,328	\$22,380	\$3,948	\$14,903	39%
260	STATE REVENUE SHARING (SR)	\$113,143	\$61,302	\$25,170	\$45,600	(\$20,430)	\$40,872	40%
365	GO BONDS DEBT SERVICE	\$1,121,941	\$554,534	\$542,965	\$265,658	\$277,307	\$831,841	24%
410	BLOCK GRANT (SR)	\$106,320	\$146,461	\$3,606	\$0	\$3,606	\$150,067	0%
550	PARK & REC DEV (CP)	\$54,440	\$54,158	\$1,244	\$0	\$1,244	\$55,402	0%
636	LID DEBT SERVICE (DS)	\$199,853	\$203,108	\$4,954	\$19,323	(\$14,369)	\$188,739	10%
640	LOCAL IMPR DIST D/S (DS)	\$56,124	\$56,227	\$1,290	\$0	\$1,290	\$57,517	0%
710	STREET SDC REIMB (CP)	\$328,293	\$309,484	\$11,984	\$0	\$11,984	\$321,468	0%
711	STREET SDC IMPROV (CP)	\$638,100	\$605,034	\$23,039	\$0	\$23,039	\$628,073	0%
715	STORM DRN SDC REIM (CP)	\$215,477	\$169,213	\$30,015	\$100,154	(\$70,139)	\$99,074	46%
716	STORM DRN SDC IMPR (CP)	\$255,601	\$213,361	\$18,474	\$0	\$18,474	\$231,835	0%
720	WATER SDC REIMB (WTR ENT)	\$429,808	\$387,150	\$16,032	\$0	\$16,032	\$403,182	0%
721	WATER SDC IMPROV (WTR ENT)	\$2,402,517	\$2,244,344	\$78,409	\$1,857	\$76,552	\$2,320,896	0%
730	SEWER SDC REIMB (SWR ENT)	\$216,797	\$190,838	\$13,212	\$0	\$13,212	\$204,050	0%
731	SEWER SDC IMPROV (SWR ENT)	\$485,174	\$442,204	\$23,630	\$0	\$23,630	\$465,834	0%
750	LOCAL OPT STREET (CP)	\$2,680,427	\$2,167,574	\$520,238	\$2,786	\$517,452	\$2,685,026	0%
910	ELECTRIC FUND (ENT)	\$10,454,474	\$3,615,719	\$3,184,034	\$3,023,999	\$160,035	\$3,775,754	29%
940	WATER FUND (ENT)	\$1,373,545	\$152,356	\$665,328	\$613,785	\$51,543	\$203,899	45%
941	WATER PLANT IMPROVEMENT (CP)	\$830,199	\$440,803	\$156,622	\$39,049	\$117,573	\$558,376	5%
942	WATER PLANT RESERVE FUND	\$922,716	\$904,516	\$20,736	\$2,910	\$17,826	\$922,342	0%
950	SEWER FUND (ENT)	\$1,345,003	\$173,020	\$590,141	\$726,110	(\$135,969)	\$37,051	54%
952	WASTEWATER RESERVE FUND	\$3,621,152	\$3,436,640	\$76,441	\$413,702	(\$337,261)	\$3,099,379	11%
560	URBAN RENEWAL #1 (CP)	\$922,200	\$499,019	\$386,649	\$277,396	\$109,253	\$608,272	30%
570	URBAN RENEWAL #2 (CP)	\$978,016	\$802,585	\$198,180	\$20,835	\$177,345	\$979,930	2%
TOTALS		\$37,264,791	\$21,894,929	\$9,633,292	\$7,700,352	\$1,932,940	\$23,827,869	



Library Youth Programs



Questions Responses 99 Settings

99 responses

Link to Sheets

Accepting responses

Summary

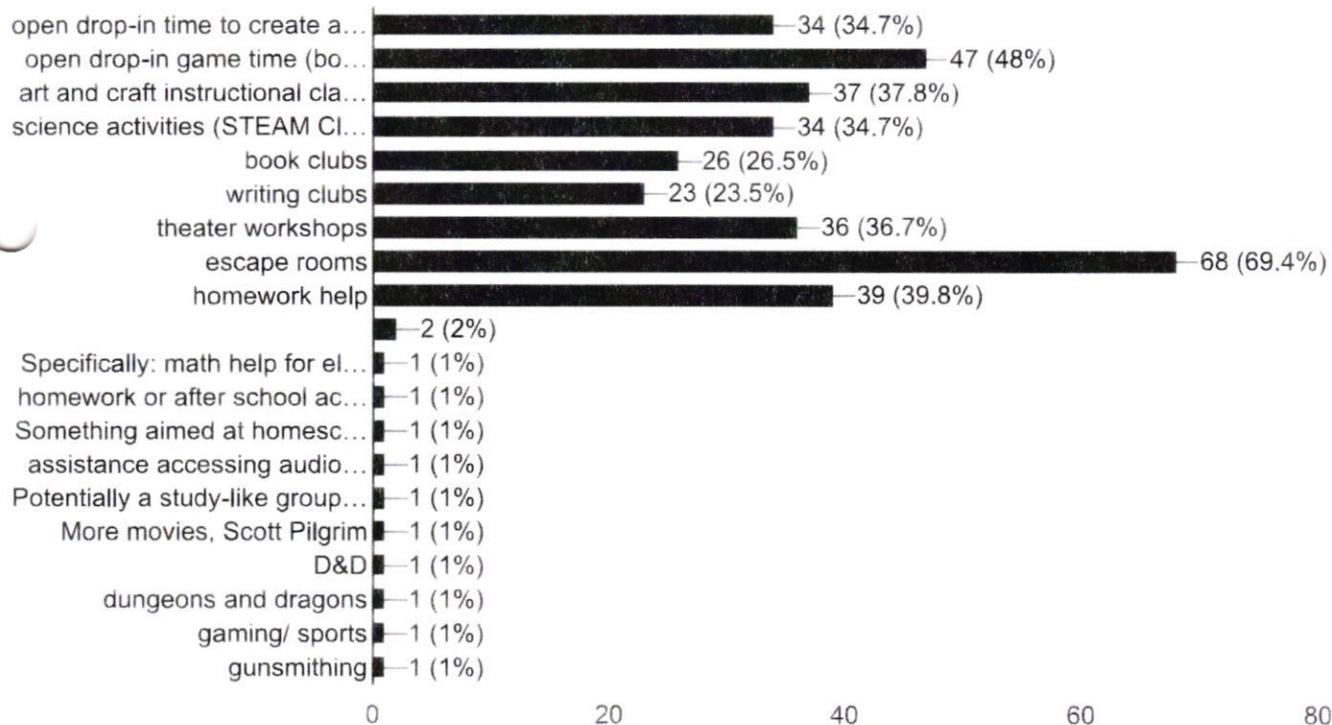
Question

Individual

Please check all programs that you would be interested in attending at the library

Copy

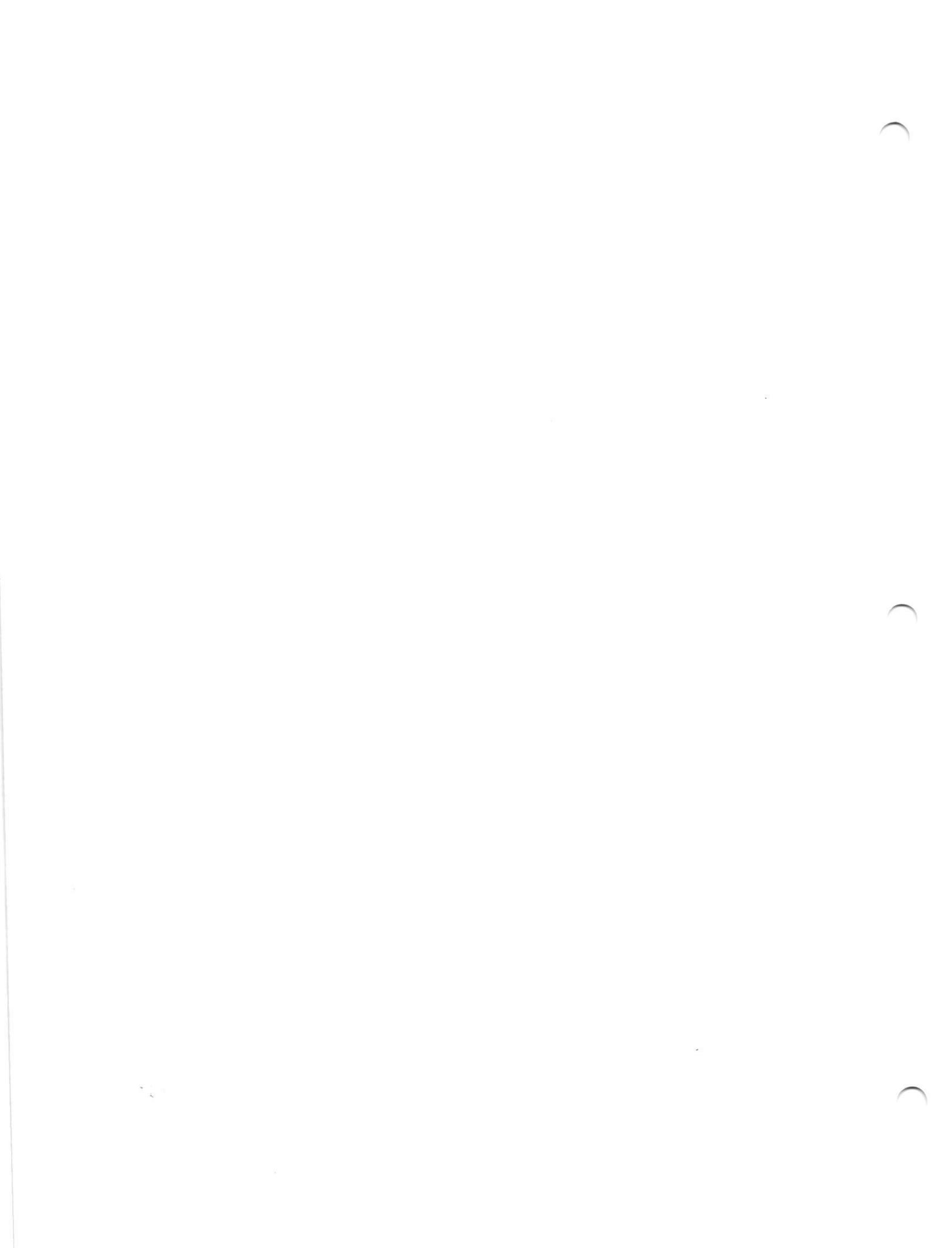
98 responses



What other types of youth and family programs or activities would you like to see at the Bandon Library?

60 responses

fortnite



To: Coos Library Board

From: Distribution Committee

Re: Recommendations for Distribution Formula and Transition

I. The Coos Library Board’s (CLB) Distribution Committee has prepared the following recommendations to update the district’s distribution of funds to member libraries. These recommendations are the result of a long process that included many possible formula iterations, along with many discussions among the district’s library directors to gather their input. At the October 9, 2023, Coos Library Board meeting, the board reviewed a draft distribution formula, a transition plan, and a timeline for the process. At that meeting, the board consensus was for this committee to move forward with that draft and to compose a formal recommendation for approval at their next meeting. Following the approval of this drafted plan, it will be shared with various stakeholders to obtain additional input and to move the plan towards adoption and implementation for the upcoming July 1, 2024-June 30, 2025 fiscal year (FY 2025).

II. Recommendation A – Timeline

STATUS	STEP	WHEN	WHO
<i>Completed</i>	Determine all stakeholders to be involved		Committee, CLB
<i>Completed</i>	Determine basis for selecting criteria: which statistical years & data sources, etc.		Library directors; Committee
<i>Completed</i>	Select criteria to be used		Committee
<i>Completed</i>	Select criteria weighting, draft sample formulas & implementation plan		Committee
<i>Completed</i>	Committee seeks stakeholder input on criteria/weighting/formulas/implementation		Library directors
<i>Completed</i>	Committee makes recommendation(s) to CLB on criteria/weighting/formulas/implementation	October 2023	Committee; Library directors
<i>Current</i>	CLB accepts criteria/weighting/formula/implementation plan	December 2023	CLB
	CLB solicits stakeholder input	Dec. 2023/ Jan. 2024	Stakeholders, including Library boards, cities
	CLB accepts all as recommended or amended	February 2024	CLB

	Draft ongoing review procedures for new distribution process and fail-safe plan for library funding levels	February 2024	Committee; Library directors
	CLB asks Board of Commissioners (BOC) to approval all	March 2024	CLB, BOC
	CLB approves review procedures for distribution process	April 2024	CLB
	Library District budget presentation to the BOC	April 2024	Libraries; BOC
	Public comments on budget at BOC meeting	May 2024	BOC
	Contract for Service sent to libraries	May 2024	County
	Signed contract due back	June 2024	Libraries
	BOC approval of budget	June 2024	BOC
	Contract effective	July 2024	

II. Recommendation B - Distribution Formula

Three-year averages will be used to calculate the figures used in the distribution formula. Using a three-year statistical average for each data set adds stability to the equation. The distribution formula would be applied annually, with a two-fiscal year gap between reporting and application. For example, to calculate the distribution percentages for FY 2024-2025, data from FYs 2019-2020, 2020-2021 and 2021-2022 would be used. Time between statistical reporting and formula application is required to accommodate the budget making process.

Distribution percentage = (Percent of county usage x .75) + (Percent of county population served x .25)

Percent of county population served =

Add three years of State Library of Oregon (SLO) assigned "Population Served."

Calculate percentage of 3-year total of countywide population served.

Library population served / total countywide population served over three years.

Percent of county usage =

Add three years of a library's usage for the following:

- Physical Circulation
- Digital Circulation (outside of district-shared resources, such as Library2Go)
- Circ by borrowers outside of precinct
- Return
- Library Visits
- Use of public Internet computers

Calculate percentage of 3-year total of countywide usage.

Library usage / total countywide usage.

The final distribution percentage will go to the 8th decimal place, as the current does.

In the event of an extended facility closure, planned or unplanned, a library's data set may be adjusted to mitigate the effect of the closure. In the event of an extended closure, at the discretion of the CLB, data from the month(s) affected could be replaced with data from the same month(s) in the prior year.

Prior to the implementation of this transition plan, the Distribution Committee will provide the CLB with a fail-safe plan to employ if a library's level of funding falls below the minimum amount necessary to operate.

Definitions and data collection methods for the above statistics will be provided in an appendix, which is currently in draft form.

III. Recommendation C - Implementation

To minimize the fiscal impact of a new distribution formula, the formula should be incrementally applied.

Fiscal Year 2025: Use statistics from Fiscal Years 2020, 2021, and 2022. 75% existing distribution percentage, 25% new distribution percentage from statistics.

This results in the following distribution percentages:

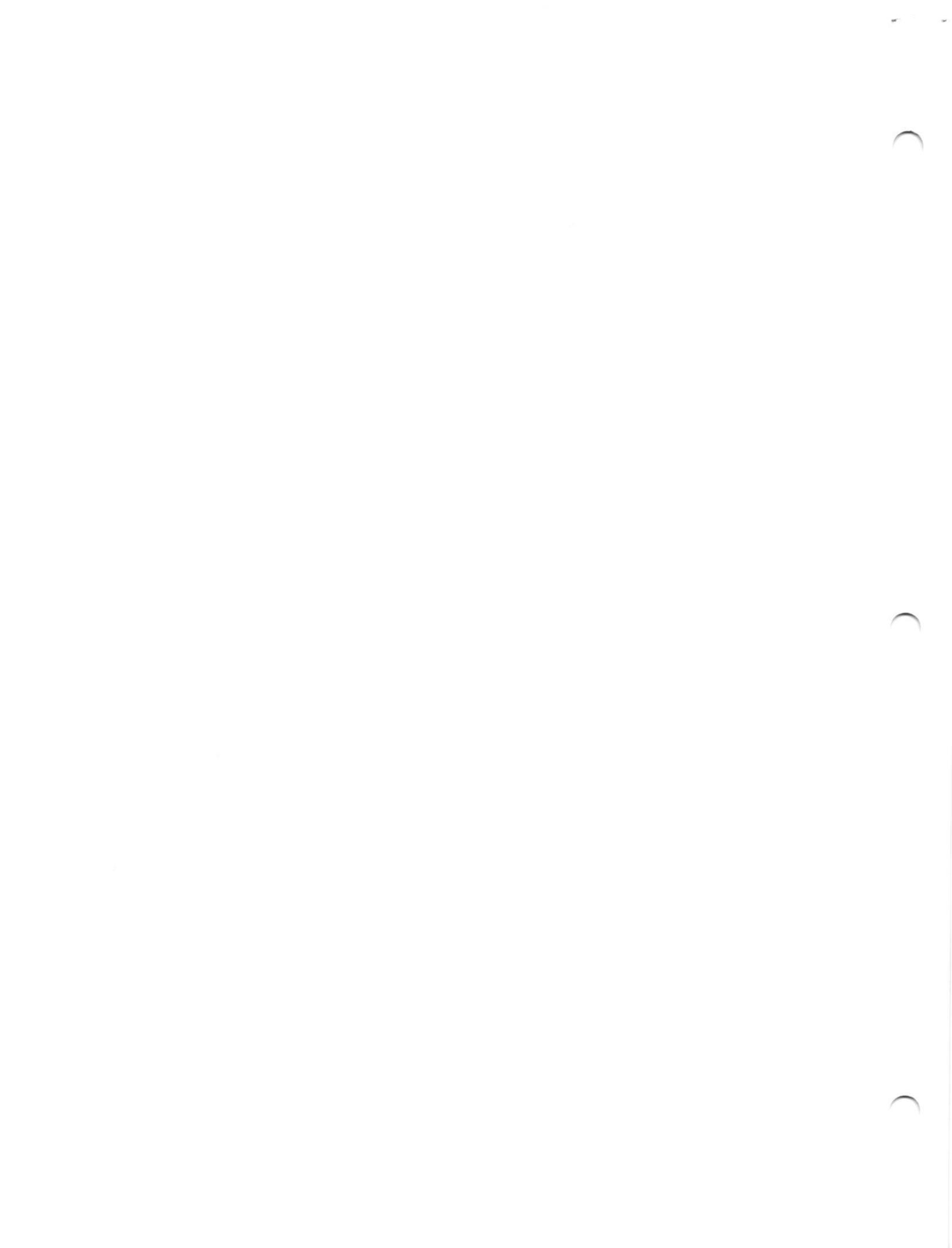
Bandon	0.12085542
Coos Bay	0.37265040
Coquille	0.10654520
Dora	0.01806905
Myrtle Point	0.07810473
Powers	0.02758972
Lakeside	0.03060043
North Bend	0.24558505

Fiscal Year 2026: Use statistics from Fiscal Years 2021, 2022, and 2023. 50% existing distribution percentage, 50% updated distribution percentage from statistics.

Fiscal Year 2027: Use statistics from Fiscal Years 2022, 2023, and 2024. 25% existing distribution percentage, 75% updated distribution percentage from statistics.

Fiscal Years 2028 and onward the formula would be applied annually.

-- Submitted by Haley Lagasse.





City of Bandon

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

Bandon by the Sea

January 10, 2024

Coos Library Board
Extended Services Office
525 Anderson Ave
Coos Bay, OR 97420

Dear Coos Library Board Members,

The Bandon City Council would like to express its support for the proposed library funding methodology that was before the Coos Library Board on December 4, 2023. However, the City Council would be remiss if it did not request the immediate dissemination of library funding in its full amount to prevent a potential reduction in existing library services.

As currently proposed by the Board, library funding will be distributed over a four-year period to lessen the impact on member libraries that are expected to receive less funding. Under this scenario, the Bandon Library stands to receive approximately \$50,000 in FY 2024/2025 with said amount increasing to approximately \$200,000 in year four. Due to existing funding shortfalls, the Bandon Library needs the full funding amount to avoid a reduction in library services.

The City has appealed to the Board for nearly 20 years to establish a more just and equitable methodology for appropriating library funding. During that time, the City expressed concerns about library funding inequities, which eventually led to the current methodology. The prolonged delay in resolving this injustice has resulted in the loss of \$1 million to the Bandon Library.

Today, the Bandon Library employs a total of five full-time staff members and must rely on donations to purchase library materials and cover utility costs. Waiting an additional four years to receive the full funding amount will continue to adversely impact existing library services. Funding delays may cause Bandon to reduce existing staffing levels and the library's hours of operation, resulting in lower library usage and circulation statistics, which in turn further reduces the City's funding allocation.

Simply put, the transition period only benefits select libraries that have unjustly received more than their fair share of library funds for the past two decades. It is understandably difficult for these libraries to adjust to receiving less funding, however, this is the unfortunate reality that underfunded libraries have had to face as they struggle to keep their respective libraries open. Therefore, the City Council urges the Board to take these matters into consideration when deciding how to best disseminate library funding following the adoption of the proposed methodology.

Coos Library Board – Library Funding Methodology
January 10, 2024
Page 2

Thank you for creating a fair and equitable funding methodology and for considering the City's request to immediately distribute the full funding amount to member libraries. The City of Bandon is hopeful that the methodology brings fairness and unity to the libraries of the Coos Library Services District. Please do not hesitate to contact Library Director Christine Kingsbury, at (541) 347-3221 or ckingsbury@cityofbandon.org should you have any questions or need any further assistance.

Sincerely,



Mary Schamehorn
Mayor