# Lincoln County Library District Board

**Special Meeting**  
**Wednesday August 9 2023**  
**132 NE 15th & Zoom**  
**Newport, OR 97365**

## Agenda

<table>
<thead>
<tr>
<th>Topic</th>
<th>Lead</th>
<th>Purpose Outcome</th>
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<tbody>
<tr>
<td>Call Regular Meeting to Order</td>
<td>President</td>
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<tr>
<td>Approval of the Agenda</td>
<td>President</td>
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## Topic | Lead | Purpose Outcome |
<table>
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<tbody>
<tr>
<td>Public Comment</td>
<td>President</td>
<td>Anyone may speak at this time</td>
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<tr>
<td>Swearing in of new board members</td>
<td>President</td>
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<td>Selection of new President</td>
<td>President</td>
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<td>Minutes</td>
<td>President</td>
<td>Approval</td>
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<tr>
<td>Board Meeting</td>
<td></td>
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<tr>
<td>June 13, 2023</td>
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## Reports

<table>
<thead>
<tr>
<th>Reports</th>
<th>Lead</th>
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<tr>
<td>Board Reports</td>
<td>Board Members</td>
<td>Information</td>
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<tr>
<td>Director’s Report</td>
<td>Director</td>
<td>Information</td>
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<tr>
<td>Financial Report</td>
<td>Director</td>
<td>Acceptance</td>
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## Old Business

| Meetings dates/times for FY 23-24            | Motion        |

## New Business

| Resolution 2023-8.1 Designating a Registered Office and Registered Agent | Director | Decision |
| Resolution 2023-8.2                                                   | President | Motion   |
| Budget adjustment for office building maintenance |  |
| Resolution 2023-8.3 Submission of local option levy measure | President | Decision |
| **Next District Board Meeting**<br>September 13, 2023 |  | Information |
Minutes
Lincoln County Library District
Board Meeting
June 13, 2023
132 NE 15th Newport, OR and Zoom
12:32 p.m.

ATTENDANCE—BOARD
Chris Boyle
Virginia Tardaewether
Carla Clark ABSENT
Susan Garner

ATTENDANCE—STAFF
MaryKay Dahlgreen, District Director
Bryan Miyagishima, Incoming District Director

CALL TO ORDER
Chris Boyle called the Regular Board Meeting to order at 12:32 p.m.

CALL THE ROLL AND ESTABLISH QUORUM
Quorum was established.

PUBLIC COMMENT

APPROVAL OF MEETING MINUTES
Virginia moved and Susan seconded approval of the following Board Meeting and Executive Session minutes:
March, 17, 2023
April 28, 2023
May 5, 2023
May 9, 2023 Budget Committee
May 9, 2023
May 15, 2023
May 19, 2023
May 26, 2023

Minutes were passed in their entirety unanimously.

BOARD MEMBER REPORTS
No reports

DIRECTOR’S REPORT
Tim Merrill is the newly elected Board Member representing District 1. He will come to the Lincoln County Library District Office on June 21 for an orientation.

FINANCIAL REPORT
Everything is on track. Virginia moved and Susan seconded approval of the financial report. Passed unanimously.

OLD BUSINESS
Employment Agreement between LCLD and Bryan Miyagishima was presented by Chris Boyle. Decision to approve was moved by Susan and seconded by Virginia. Passed unanimously.

NEW BUSINESS

Resolution No. 2023-6.1: Adopting the 2023-2025 Budget

Making Appropriations – Decision to approve moved by Virginia and seconded by Susan. Passed unanimously.

Imposing the Tax – Decision to approve moved by Susan and seconded by Virginia. Passed unanimously.

Categorizing the Tax per ORS 294.456 – Decision to approve was moved by Susan and seconded by Virginia. Passed unanimously.

MaryKay will deliver the resolution to the County Clerk and County Assessor’s office to file.

MaryKay Dahlgreen Retirement Letter
MaryKay submitted her formal letter of retirement.

Resolution No. 2023-6.2 : Credit Card
Resolution to provide Bryan Miyagishima a LCLD corporate credit card upon the start of his tenure. Decision to approve was made by Susan and seconded by Virginia. Passed unanimously.

Resolution No. 2023-6.3: Cost of Living Increase
Resolution to increase LCLD staff pay by 3% for the 2023-24 fiscal year. Decision to approve was moved by Susan and seconded by Virginia. Passed Unanimously.

Resolution No. 2023-6.4: Adding Bryan Miyagishima as signatory to LCLD bank account
Decision to approve was moved by Susan and seconded by Virginia. Passed unanimously.

Board members will meet at U.S. Bank at 1:00pm on June 21, 2023 to provide authorization.

NEXT DISTRICT BOARD MEETING
A special meeting will be held on Wednesday, July 12 2023.

The next regular meeting of the LCLD Board will be held on Wednesday August 9, 2023 at noon at the LCLD office.

ADJOURNMENT
Meeting adjourned at 1:20 p.m.
Director’s report, August 9 2023

I’m pleased to report that the handover from MaryKay to Bryan is almost entirely complete. We have discovered that getting emails and passwords and dual authentications changed from the numerous accounts that LCLD has in order to do business is a large undertaking. For the most part, all dual authentication no longer points to MaryKay’s email or cell phone! We are still discovering a few accounts that do so and will take care of these in due course!

I’m also please to report that all members of the board and the new director have signing privileges for the LCLD checking account. This should lessen the need for the President to come to the office to sign checks.

Our partner libraries have, for the most part, completed their summer reading programs. They have enjoyed the opportunity to have live performances, and have indicated that they would like to have a similar use of summer reading grant money. LCLD’s summer reading grant is due on August 31st.

Deb Trusty from Toledo Public Library and Carol Rasmussen Schramm have taken the lead, with MaryKay’s departure, in organizing the Lincoln County Reads program. We anticipate an author’s visit in person in late fall. LCLD will be making a similar contribution as in past years.

Our work in the shared ILS migration project has been continuing. We are currently investigating past agreements between LCLD and partner libraries as well as Newport and Lincoln City’s agreement with Tillamook to see which elements should be continued in a new shared governance structure.

Carol Rasmussen Schramm provides a report from the Siletz Library:

- The summer reading program has been very well attended. About 50 kids signed up, and anywhere from 24-65 kids attend each week.
- The free lunch program provided by the school next to the library has been bringing kids and parents in
- Storytime is well attended too
- The security camera was installed so now we can see the office doorway and circ desk if needed (the circ computer can’t be read, so no privacy issues there)
- National Night Out didn’t have a big turnout, but people liked the bubbles and popsicles provided by the Friends
- I got a “grant” from the NASA Earth Science Education Collaborative- they are providing eclipse watching kits to the library for an October program.

Carla and Tim and I will be attending SDAO board member training on August 22 in Newport. Look for a report next meeting!

Submitted by Bryan Miyagishima, August 9 2023.
## Lincoln County Library District

### Statement of Revenues and Expenditures - Cash Basis

#### April and FYTD 22/23

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Current Period Actual</th>
<th>Year to Date Actual</th>
<th>Bennial to Date</th>
<th>Biennial Budget</th>
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<td>June 2023</td>
<td>July 2022-June 2023</td>
<td>July 2021-June 23</td>
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### Services

| Available Cash On Hand                                                  | $400,000.00 |

### Expenditures

| 5000 Personnel Services                                                | $3,448,483.00 |

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This table outlines the revenues and expenditures for the Lincoln County Library District for the period April and FYTD 22/23, with a detailed breakdown of various income sources and expense categories.
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<td>6521</td>
<td>Support Local Libraries</td>
<td>$3,640.00</td>
<td>$7,140.00</td>
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<tr>
<td>6523</td>
<td>Special Projects (Dolly Parton Imag. Library)</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$10,000.00</td>
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<tr>
<td>6524</td>
<td>Summer Reading Programs</td>
<td>$6,923.59</td>
<td>$9,389.47</td>
<td>$9,000.00</td>
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<td><strong>Total 6520 Support Local Libraries</strong></td>
<td>$10,563.59</td>
<td>$16,529.47</td>
<td>$19,000.00</td>
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<tr>
<td>6525</td>
<td>Online Databases</td>
<td></td>
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<tr>
<td>6526</td>
<td>Library2Go (Overdrive)</td>
<td>$5,389.69</td>
<td>$10,387.46</td>
<td>$9,000.00</td>
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<td>6527</td>
<td>Mango Languages</td>
<td>$200.00</td>
<td>$400.00</td>
<td>$400.00</td>
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<tr>
<td>6528</td>
<td>ProQuest (Heritage Quest)</td>
<td>$3,748.53</td>
<td>$5,776.10</td>
<td>$4,000.00</td>
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<tr>
<td>Item Description</td>
<td>2023</td>
<td>2024</td>
<td>2025</td>
<td>2026</td>
<td></td>
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<td>------------------------------------------------------</td>
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<tr>
<td>6529 Misc. Databases</td>
<td></td>
<td></td>
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<tr>
<td>Total 6525 Online Databases</td>
<td>$ -</td>
<td>$ 9,338.22</td>
<td>$ 16,563.56</td>
<td>$ 13,400.00</td>
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<tr>
<td>6550 Siletz</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>6551 Materials, Supplies and Services</td>
<td>$ 45.42</td>
<td>$ 1,697.20</td>
<td>$ 8,859.26</td>
<td>$ 2,000.00</td>
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<tr>
<td>6554 Siletz Electricity</td>
<td>$ 169.43</td>
<td>$ 2,229.96</td>
<td>$ 4,237.36</td>
<td>$ 4,000.00</td>
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<td>6555 Siletz Collection Development</td>
<td>$ -</td>
<td>$ 2,820.32</td>
<td>$ 7,195.50</td>
<td>$ 8,000.00</td>
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<tr>
<td>6556 Siletz Water/Sewer</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 960.00</td>
<td>$ 2,400.00</td>
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<tr>
<td>6557 Siletz Copier Lease</td>
<td>$ 40.00</td>
<td>$ 825.94</td>
<td>$ 1,696.58</td>
<td>$ 3,000.00</td>
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<tr>
<td>6558 Siletz Internet and Phone</td>
<td>$ -</td>
<td>$ 1,606.96</td>
<td>$ 3,469.47</td>
<td>$ 3,000.00</td>
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<tr>
<td>6559 Siletz Gas</td>
<td>$ 84.78</td>
<td>$ 1,448.66</td>
<td>$ 2,423.29</td>
<td>$ 2,000.00</td>
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<td>6560 Siletz Alarm</td>
<td>$ 88.56</td>
<td>$ 700.85</td>
<td>$ 1,411.53</td>
<td>$ 700.00</td>
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<td>6561 Siletz Programming</td>
<td>$ -</td>
<td>$ 3,219.08</td>
<td>$ 4,307.86</td>
<td>$ 1,820.00</td>
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<tr>
<td>6562 Siletz Repair &amp; Maintenance</td>
<td>$ 60.00</td>
<td>$ 4,081.31</td>
<td>$ 7,789.88</td>
<td>$ 4,000.00</td>
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<tr>
<td>6563 Siletz Userful</td>
<td>$ -</td>
<td>$ 1,434.00</td>
<td>$ 4,048.00</td>
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<tr>
<td>Total 6550 Siletz</td>
<td>$ 488.19</td>
<td>$ 20,064.28</td>
<td>$ 46,398.73</td>
<td>$ 30,920.00</td>
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<td>Total 6520 Library Development</td>
<td>$ 488.19</td>
<td>$ 20,064.28</td>
<td>$ 46,398.73</td>
<td>$ 30,920.00</td>
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<td></td>
</tr>
<tr>
<td>6600 Library Reimbursement</td>
<td></td>
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<tr>
<td>6601 Lincoln City</td>
<td>$ 21,564.00</td>
<td>$ 258,769.00</td>
<td>$ 541,131.00</td>
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<td>6602 Newport</td>
<td>$ 27,694.00</td>
<td>$ 332,328.00</td>
<td>$ 680,241.00</td>
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<tr>
<td>6603 Toledo</td>
<td>$ 7,550.00</td>
<td>$ 90,597.00</td>
<td>$ 183,551.00</td>
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<tr>
<td>6604 Waldport</td>
<td>$ 19,440.00</td>
<td>$ 233,279.00</td>
<td>$ 475,752.00</td>
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<td>Total 6600 Library Reimbursement</td>
<td>$ 76,248.00</td>
<td>$ 914,973.00</td>
<td>$ 1,880,675.00</td>
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<tr>
<td>6700 Bank Charges &amp; Fees</td>
<td>$ 17.00</td>
<td>$ 221.85</td>
<td>$ 551.85</td>
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<td>Total 6000 Materials and Services</td>
<td>$ 91,556.61</td>
<td>$ 1,133,370.59</td>
<td>$ 2,305,621.54</td>
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<tr>
<td>Uncategorized Expense</td>
<td></td>
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<tr>
<td>6910 - CPA YE Adjustment</td>
<td>$ -</td>
<td>$ 1,441.41</td>
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<tr>
<td>7000 Capital Outlay</td>
<td>$ -</td>
<td>$ 500.00</td>
<td>$ 500.00</td>
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<tr>
<td>7010 Office Furniture and Equipment</td>
<td></td>
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<tr>
<td>7011 Van Replacement</td>
<td>$ -</td>
<td>$ 10,000.00</td>
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<tr>
<td>7020 Van</td>
<td></td>
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<tr>
<td>7022 Debt Service - Principal (closing cost $5,758.50)</td>
<td>$ 408.26</td>
<td>$ 8,175.74</td>
<td>$ 8,175.74</td>
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<tr>
<td>7023 Debt Service - Interest</td>
<td>$ 1,989.94</td>
<td>$ 11,971.96</td>
<td>$ 11,971.96</td>
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<td>7024 Escrow Fees</td>
<td>$ 15.00</td>
<td>$ 90.00</td>
<td>$ 90.00</td>
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<td>Total 7000 Capital Outlay</td>
<td>$ 2,413.20</td>
<td>$ 20,737.70</td>
<td>$ 20,737.70</td>
<td>$ 10,000.00</td>
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<tr>
<td>Description</td>
<td>Amount</td>
<td></td>
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<td>-------------------------------------------------</td>
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<tr>
<td>Uncategorized Expense (Fraud and closing cost)</td>
<td>$ - ($1,220.81)</td>
<td></td>
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<tr>
<td>Operating Contingency</td>
<td>$ 166,157.00</td>
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<tr>
<td>Move to 6015- Misc Service</td>
<td>$ 15,000.00</td>
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<tr>
<td><strong>Total Operating Contingency</strong></td>
<td><strong>$ 151,157.00</strong></td>
<td></td>
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<tr>
<td>Unappropriated Ending Balance</td>
<td>$ 106,546.00</td>
<td></td>
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<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$ 3,463,483.00</strong></td>
<td><strong>$ 403,680.02</strong></td>
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</tr>
</tbody>
</table>
Resolution No. 2023-8.1

Resolution Designating a Registered Office and Registered Agent

WHEREAS, under ORS 198.340, a special district is required to designate a registered agent and registered office upon whom process, notice, or demand as required or permitted by law may be served;

and

WHEREAS, the Lincoln County Library District desires to change the designation of said agent and office in compliance with the statutory requirements;

Now, there be it RESOLVED, as follow:

1. That the registered agent for this District is Bryan Miyagishima, Library Director
2. That the registered office of this district is located at 132 NE 15th; mailing address: PO Box 2027, Newport OR 97365

Adopted by the Board of Directors of Lincoln County Library District this 9th Day of August 2023

______________________________
(xxxxxx, President)

______________________________
Bryan Miyagishima, Secretary
Resolution No. 2023-8.2

Resolution Appropriating Funds for Lincoln County Library District Building Maintenance

WHEREAS, the Lincoln County Library District has purchased its current headquarters at 132 NE 15th St in Newport, Oregon

and

WHEREAS, the Lincoln County Library District desires to be a good steward of its capital investments;

Now, there be it RESOLVED, as follow:

1. The Lincoln County Library District shall adjust its 2003-2025 accepted budget to appropriate the amount of _____________ into a budget line for facilities maintenance

Adopted by the Board of Directors of Lincoln County Library District this 9th Day of August 2023

______________________________

(xxxxxx, President)          Bryan Miyagishima, Secretary
RESOLUTION NO. 8-202332

RESOLUTION APPROVING REQUEST FOR BALLOT TITLE FOR PUBLICATION OF NOTICE OF THE LINCOLN COUNTY LIBRARY DISTRICT, OREGON, RENEWAL OF ITS LOCAL OPTION LEVY AT THE NOVEMBER 7, 2023 ELECTION

WHEREAS, the District current local option levy expires on June 30, 2025; and

WHEREAS, the District Board has determined that the voters of the Lincoln County Library District should be asked to renew the expiring local option levy for another five years at the current rate of $0.09 for each $1,000 of assessed value effective July 1, 2025, which will help the District maintain its current level of services; and

NOW, THEREFORE, BE IT RESOLVED BY THE LINCOLN COUNTY LIBRARY DISTRICT AS FOLLOWS:

Section 1. The LCLD Board hereby approve the Request for Ballot Title to prepare to submit a measure to the District’s voters renewing the District’s Local Option Levy for another five years at a rate of $0.09 for each $1000 of assessed value staring July 1, 2025.

Section 2. The Board President is authorized to sign the Request for Ballot Title which shall be substantially in the form attached to this resolution as Exhibit A.

Section 3. The District shall publish notice of the Request for Ballot Title as required by Oregon law.

Section 4. This resolution is effective immediately upon its enactment by the District Board.

PRESENTED AND PASSED this _____ th day of August, 2023.

__________________________ , LCLD Board President

MaryKay Dahlgreen, District Librarian
Hi Bryan,

It would cost the Library District, somewhere in the 16,000 to 18,000 range for the November 2023 election. In May or November next year the cost would be somewhere in the 3,000 to 5,000 range. You would have a better chance of passing the renewal this November rather than in May or November of next year. This November will be a low turnout where next years' elections will have higher turnouts.

Let us know what you think would be the best for your district.

Amy~

Amy A Southwell
Lincoln County Clerk, C.R.A & C.E.A
225 W Olive Street, #201
Newport, OR 97365
541-265-4131
asouthwell@co.lincoln.or.us
Lincoln County Library District

P.O. Box 2027
1247 NW Grove, #2
Newport, OR 97365
Phone & Fax: 541/265-3066
E-mail: lcld@mail.crsn.lib.or.us

SPECIAL BOARD MEETING MINUTES
August 29, 2002

The meeting was called to order at 10:10 a.m. by Jan Christensen. Members present: Jan Christensen, Gerry Bellavita and Polly Haehl (by speaker phone). Absent: Lynn Hawley (left message) and Rod MacWilliams.

AGENDA ITEMS: Approval of the ballot measure and the explanatory statement for the November ballot.

DECISION ITEMS:

A. Notice of Measure Election: This piece was sent out to the Board and others earlier in August for review. Gerry moved approval of the measure, Polly seconded. Unanimous approval. (Copy attached)

B. Explanatory Statement for County Voters' Pamphlet: Two draft versions of a statement were presented to the Board. Gerry moved approval of statement 2 and Polly seconded.

Discussion: A number of changes in language and positions of sections of the statement were made. (See draft copy.)

Gerry, with approval from Polly, withdrew the original motion and then moved that the modified version of the statement be adopted. Seconded by Polly. Unanimously approved. (Copy attached)

ADJOURNMENT: The meeting was adjourned at 10:35 a.m.
NOTICE OF MEASURE ELECTION

Notice is hereby given that on Tuesday, November 5, 2002, a measure election will be held in the Lincoln County Library District on the question of a five year local option tax for the district.

The county clerk has advised that the election will be conducted by mail.

The following shall be the ballot title of the measure to be submitted to the voters of Lincoln County on this date:

CAPTION

Local option tax to maintain and enhance library services

QUESTION

Shall Lincoln County Library District levy 9¢ per $1000 assessed value for five years, beginning in 2003-2004, for library services?

This measure may cause property taxes to increase more than three percent.

SUMMARY

Approval of this measure would provide additional funding for libraries in Lincoln City, Newport, Siletz, Toledo, and Waldport, including:
- Library services provided to the libraries by the Library District.
- Enhancements that address growing library use, including book purchases, expanded operating hours, and staff.
- Additional services, including computer catalog system, children’s programs, library deliveries (courier service), outreach, internet access, and reference support.

EXPLANATORY STATEMENT FOR COUNTY VOTERS' PAMPHLET

Ballot Title Caption:
Local option tax to maintain and enhance library services

Measure Number: [illegible]
Word Total: [illegible]

The Lincoln County Library District contributes approximately 65% of its funds directly to the city libraries of Lincoln City, Newport, Siletz, Toledo and Waldport. Another 14% of funds go to direct services for libraries and library users. The average of total funds from the Library District going directly to library services is approximately 79% of all expenditures.

Why is this local option tax proposed?

Maintain current services to libraries:
- Funding - To city libraries for providing services to Lincoln County Library District residents
- Courier service – Delivery of your requested materials among Lincoln and Tillamook Counties libraries
- Interlibrary Loan – You may borrow materials from libraries throughout the US and the world
- Cataloging Service – Maintain an accurate computer database to assist you in finding information and materials
- Deposit Libraries – Small library collections conveniently located throughout the county for your use
- Stories-to-Go Kits – Kits to help busy parents, care-givers and teachers find books, videos, games, and music to use with children
- Summer Reading Program – Support summer library programs that keep kids reading during the summer

Respond to the growing use of local libraries through funding support:
- Circulation of materials in local libraries has significantly increased since 1991. (Circulation has increased by 28% since 1992. Circulation per capita in Lincoln County is 9.284 items. The national per capita average is 7 items.)
- Increased needs for electronic materials
- Continued and growing use of materials loaned between libraries to you
- Increased demands on Library District support of services linking the 5 libraries together
- Service enhancements that respond to increasing library use

How would this tax impact a homeowner’s taxes?
The five-year tax is 9¢ per $1,000 of assessed value. If approved, owners of a home with assessed value of $156,000 would pay $14.04 in additional property taxes in 2003.

What happens if the tax does not pass?
Reduced funding and services to local libraries which could cause:
- Reduced courier service and interlibrary loans
- Fewer books and other materials being purchased
- Reduced hours of operation
- Reduced staffing levels
Little or no access to city libraries for Library District residents
Elimination of some programs and services

Person responsible for the content of the Explanatory Statement:

Diedre Conkling, District Librarian
Lincoln County Library District
Name of the Governing Body person represents:
Board of Directors, Lincoln County Library District

Possible changes in agreements for city library usage by lib. Dist. residents
EXPLANATORY STATEMENT FOR COUNTY VOTERS' PAMPHLET

Ballot Title Caption:  
Local option tax to maintain and enhance library services

Measure Number: ___________  
Word Total: ___________

The Lincoln County Library District makes it possible for every resident in the county to use local public libraries and get a library card at no charge.

The library services you receive are:
- Check out books and videos
- Reserve books and videos 24 hours a day through the Internet
- Internet access to reference databases
- Courier service which brings materials you request to your local library

*How would this tax impact a homeowner's taxes?*
The five-year tax is 9¢ per $1,000 of assessed value. If approved, owners of a home with assessed value of $156,000 would pay $14.04 in additional property taxes in 2003.

*How is your Library District tax money distributed?*
The Lincoln County Library District contributes approximately 65% of its funds directly to the city libraries of Lincoln City, Newport, Siletz, Toledo and Waldport. Another 14% of funds go to direct services for libraries and library users. The average of total funds from the Library District going directly to library services is approximately 79% of all expenditures.

*Why is this local option tax needed?*

To maintain current services to libraries:
- Funding - To city libraries for providing services to Lincoln County Library District residents
- Courier service – Delivery of your requested materials among Lincoln and Tillamook Counties libraries
- Interlibrary Loan – You may borrow materials from libraries throughout the US and the world
- Cataloging Service – Maintain an accurate computer database to assist you in finding information and materials
- Deposit Libraries – Small library collections conveniently located throughout the county for your use
- Stories-to-Go Kits – Kits to help busy parents, care-givers and teachers find books, videos, games, and music to use with children
- Summer Reading Program – Support summer library programs that keep kids reading during the summer
To respond to the growing use of local libraries through funding support:
  • Circulation of materials in local libraries has significantly increased since 1991. (Circulation has increased by 28% since 1992. Circulation per capita in Lincoln County is 9.284 items. The national per capita average is 7 items.)
  • Increased needs for electronic materials
  • Continued and growing use of materials loaned between libraries to you
  • Increased demands on Library District support of services linking the 5 libraries together
  • Service enhancements that respond to increasing library use

*What happens if the tax does not pass?*
Reduced funding and services to local libraries which could cause:
  • Reduced courier service and interlibrary loans
  • Fewer books and other materials being purchased
  • Reduced hours of operation
  • Reduced staffing levels
  • Possible changes in agreements for city library usage by Library District residents
  • Elimination of some programs and services

Person responsible for the content of the Explanatory Statement:

Diedre Conkling, District Librarian
Lincoln County Library District

Name of the Governing Body person represents:
Board of Directors, Lincoln County Library District
Lincoln County Library District

BOARD MEETING MINUTES – Special Meeting
Newport Public Library
July 10, 2008

Call meeting to order: The meeting was called to order by Jan Christensen at 5:00 p.m. Board members: Jan Christensen, Chris Boyle, Barbara Smith-Huggins, and Rebecca Noble. Others: Diedre Conkling and Rebecca Cohen.

Agenda Item: Language for the November 2008 Ballot Measure and Explanatory Statement

The Board reviewed the suggested language put together by Wayne Belmont and Diedre Conkling. This language was basically an update of the language used in the November 2004 election.

The Board made several changes to this suggested language. The main concern was finding language that would let taxpayers know that their current tax rates would not be changing but would continue at the same level after July 2010.

Attached is the language from Wayne Belmont and the changes approved by the LCLD Board.

From Wayne Belmont:

NOTICE OF MEASURE ELECTION
LINCOLN COUNTY LIBRARY DISTRICT

Notice is hereby given on July 10, 2008 that a measure election will be held in Lincoln County, Oregon on November 4, 2008

The following shall be the ballot title of the measure to be submitted to the District’s voters on this date November 4, 2008:

CAPTION
LOCAL OPTION TAX FOR LIBRARY FUNDING

QUESTION

7/10/08
Shall Lincoln County Library District levy 9¢ per $1000 assessed value for five years, beginning 2010-2011, to fund your library?

This measure may cause property taxes to increase more than three percent.

SUMMARY

Approval of this measure will replace expiring local option tax to continue providing funding for libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

It is estimated that this measure would raise approximately $311,601 in tax revenues for 2010-2011, $320,950 in tax revenues for 2011-2012, $330,578 in tax revenues for 2012-2013, $340,495 in tax revenues for 2013-2014, and $350,710 in tax revenues for 2014-2015. The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

The following authorized district official hereby certifies the above ballot title is true and complete.

Janice Chritenson
President Lincoln County Library District Board

July 10, 2008

EXPLANATORY STATEMENT

Before the formation of the Lincoln County Library District, people living in unincorporated areas of Lincoln County and Depoe Bay did not have access to a public library. In 1991 the city libraries of Lincoln City, Newport, Siletz, Toledo and Waldport began contracting with the Library District to receive funds for providing fee free library service to all residents of Lincoln County. In order to continue this service, voters in 2004 approved a local option tax levy at 9¢ per $1000 assessed value which expires in 2009-2010. Approval of this measure will replace that levy for another five years and allow the service to continue.

Who votes on this measure?
Every voter living outside the city limits of Lincoln City, Newport, Toledo and Yachats.

Why is this replacement 5-year local option tax needed?
To ensure that you will continue to have full access to the public libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

The library services include:
• Check out books, videos, DVD’s and other library materials.
• Reserve books, videos, DVD’s and other library materials 24 hours a day through the Internet
• Internet access to reference databases
• Computer use for checking your e-mail and using the Internet
• Courier service which brings materials you request to your local library

How would this tax impact a homeowner’s taxes?
The five-year tax is 9¢ per $1,000 of assessed value. Currently, at a rate of 24.65¢ per $1,000, a homeowner with a home with an assessed value of $200,000 pays $49.30. With the passage of this tax the homeowner will pay an additional $18.00, or a total of $67.30.

What happens if the tax does not pass?
Some or all of these things may happen at your local library:
• Fewer books and other materials being purchased for your library
• Reductions in hours of library operation
• Reductions in courier service and interlibrary loans
• Reductions in library staffing levels
• Possible changes in agreements for city library usage by Library District residents
• Elimination of some library programs and services

(This information submitted by Janice Christenson, President, Board of Directors, Lincoln County Library District)

Approved by LCLD Board:

NOTICE OF MEASURE ELECTION
LINCOLN COUNTY LIBRARY DISTRICT

Notice is hereby given on July 10, 2008 that a measure election will be held in Lincoln County, Oregon on November 4, 2008

The following shall be the ballot title of the measure to be submitted to the District’s voters on this date November 4, 2008:

CAPTION
LOCAL OPTION TAX FOR LIBRARY FUNDING

QUESTION
Shall Lincoln County Library District renew levy of 9¢ per $1000 assessed value for five years, to fund your libraries?
This measure may cause property taxes to increase more than three percent.

SUMMARY

Approval of this measure will replace expiring local option tax to continue providing funding for libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

It is estimated that this measure would raise approximately $311,601 in tax revenues for 2010-2011, $320,950 in tax revenues for 2011-2012, $330,578 in tax revenues for 2012-2013, $340,495 in tax revenues for 2013-2014, and $350,710 in tax revenues for 2014-2015. The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

The following authorized district official hereby certifies the above ballot title is true and complete.

Janice Christensen  
President Lincoln County Library District Board

July 10, 2008

EXPLANATORY STATEMENT

Before the formation of the Lincoln County Library District, people living in unincorporated areas of Lincoln County and Depoe Bay did not have access to a public library. In 1991 the city libraries of Lincoln City, Newport, Siletz, Toledo and Waldport began contracting with the Library District to receive funds for providing fee free library service to all residents of Lincoln County. In order to continue this service, voters in 2004 approved a local option tax levy at 9¢ per $1000 assessed value which expires in 2009-2010. Approval of this measure will renew that levy for another five years and allow the service to continue.

Who votes on this measure?  
Every voter living outside the city limits of Lincoln City, Newport, Toledo and Yachats.

Why is this replacement 5-year local option tax needed?  
To ensure that you will continue to have full access to the public libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

The library services include:  
• Check out books, videos, DVD's and other library materials.
• Reserve books, videos, DVD's and other library materials 24 hours a day through the Internet
• Internet access to reference databases
• Computer use for checking your e-mail and using the Internet
• Courier service which brings materials you request to your local library

How would this tax impact a homeowner’s taxes?  
Renewing this 5-year tax at 9¢ per $1,000 of assessed value will not increase your current tax rate.
What happens if the tax does not pass?
Some or all of these things may happen at your local library:
• Fewer books and other materials being purchased for your library
• Reductions in hours of library operation
• Reductions in courier service and interlibrary loans
• Reductions in library staffing levels
• Possible changes in agreements for city library usage by Library District residents
• Elimination of some library programs and services

(This information submitted by Janice Christensen, President, Board of Directors, Lincoln County Library District)
NOTICE OF MEASURE ELECTION
LINCOLN COUNTY LIBRARY DISTRICT

Notice is hereby given on August 12, 2014 that a measure election will be held in Lincoln County, Oregon on November 4, 2014.

The following shall be the ballot title of the measure to be submitted to the District’s voters on this date November 4, 2014:

CAPTION
LOCAL OPTION TAX FOR LIBRARY SERVICES

QUESTION
Shall Library District renew levy of 9¢ per $1,000 assessed value for five years, beginning 2015-2016, to fund your library?

This measure renews current local option taxes.

SUMMARY
This measure will renew the expiring local option tax. Approval of this measure continues providing funding at its present level for the Lincoln County Library District and the funding it provides to libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

It is estimated that this measure would raise approximately $326,281 in tax revenues for 2015-2016, $332,807 in tax revenues for 2016-2017, $339,463 in tax revenues for 2017-2018, $346,252 in tax revenues for 2018-2019, and $353,177 in tax revenues for 2019-2020. The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

The following authorized district official hereby certifies the above ballot title is true and complete.

Chris D. Boyle
President Lincoln County Library District Board
EXPLANATORY STATEMENT FOR COUNTY VOTERS’ PAMPHLET

Ballot Title Caption:
Local Option Tax for Library Services

Measure Number: ___________  Word Total: 364

Before the formation of the Lincoln County Library District, people living in unincorporated areas of Lincoln County and Depoe Bay did not have access to a public library without paying for a library card. In 1991 the city libraries of Lincoln City, Newport, Siletz, Toledo and Waldport began contracting with the Library District to receive funds for providing fee free library service to all residents of Lincoln County. In order to continue this service, voters in 2009 approved a local option tax levy at 9¢ per $1000 assessed value which expires in 2014-2015. Approval of this measure will renew the levy for another five years and allow the service to continue.

Who votes on this measure?
Every voter living outside the city limits of Lincoln City, Newport, Toledo and Yachats.

Why is renewal of the 5-year local option tax needed?
To ensure that you will continue to have full access to the public libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

The library services include:
• Check out books, videos, DVD’s, ebooks and other library materials.
• Reserve books, videos, DVD’s and other library materials 24 hours a day through the Internet
• Internet access to reference databases
• Computer use for Internet access to check your e-mail, apply for jobs, search for information and more.
• Courier service which brings materials you request from other libraries to your local library
• Interlibrary Loan Services – access to materials around the state and around the world

What happens if the tax does not pass?
Dollar losses to libraries based on 2014-2015 revenue:
• Driftwood (Lincoln City) - $56,813
• Newport - $84,423
• Siletz - $17,661
• Toledo - $27,217
• Waldport - $42,594

Some or all of these things may happen at your local library if tax does not pass:
• Fewer books and other materials being purchased for your library
• Reductions in hours of library operation
• Reductions in courier service and interlibrary loans
• Reductions in library staffing levels
• Possible changes in agreements for city library usage by Library District residents
• Elimination of some library programs and services
• May require people living outside the city limits of Lincoln City, Newport and Toledo to purchase a library card in order to use these city libraries

(This information submitted by Chris D. Boyle, President, Board of Directors, Lincoln County Library District)
# Notice of Measure Election

**District**

<table>
<thead>
<tr>
<th>Date of Notice</th>
<th>Name of District</th>
<th>Name of County or Counties</th>
<th>Date of Election</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 12, 2014</td>
<td>Lincoln County Library District</td>
<td>Lincoln</td>
<td>November 4, 2014</td>
</tr>
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</table>

The following is the final ballot title of the measure to be submitted to the district’s voters.

**Ballot Title**: Prepare with assistance from the district attorney or an attorney employed by the district.

**Caption**: 10 words which reasonably identifies the subject of the measure

Local Option Tax for Library Services

**Question**: 20 words which plainly phrases the chief purpose of the measure

Shall Library District renew levy of 9¢ per $1,000 assessed value for five years, beginning 2015-16, to fund your library?

This measure renews current local option taxes.

**Summary**: 175 words which concisely and impartially summarizes the measure and its major effect

This measure will renew the expiring local option tax. Approval of this measure continues providing funding at its present level for the Lincoln County Library District and the funding it provides to libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

It is estimated that this measure would raise approximately $326,281 in tax revenues for 2015-2016, $332,807 in tax revenues for 2016-2017, $339,463 in tax revenues for 2017-2018, $346,252 in tax revenues for 2018-2019, and $353,177 in tax revenues for 2019-2020. The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

**Explanatory Statement**: 500 words that impartially explains the measure and its effect, if required attach to this form

If the county is producing a voters’ pamphlet an explanatory statement must be submitted for any measure referred by the district governing body and if required by local ordinance, for any initiative or referendum.

<table>
<thead>
<tr>
<th>Measure Type</th>
<th>County producing voters’ pamphlet</th>
<th>Local ordinance requiring submission</th>
<th>Explanatory statement required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Referral</td>
<td>Yes</td>
<td>Not applicable</td>
<td>Yes</td>
</tr>
<tr>
<td>Initiative</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Referendum</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
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**Authorized District Official**: Not required to be notarized

> By signing this document, I hereby state that I am authorized by the district elections authority to submit this Notice of Measure Election and I certify the above ballot title is true and complete.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Work Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris Boyle</td>
<td>Board President</td>
<td>541-867-7273</td>
</tr>
</tbody>
</table>

8/12/14

*Signature* | *Date Signed*
Measure 21-156

Lincoln County Library District

Ballot Title

21-156

21-156 LOCAL OPTION TAX FOR LIBRARY SERVICES

QUESTION: Shall Library District renew levy of $0.60 per $1,000 assessed value for five years, beginning 2015-2016, to fund your library?

This measure renews current local option taxes.

SUMMARY: This measure will renew the expiring local option tax. Approval of this measure continues providing funding at its present level for the Lincoln County Library District and the funding it provides to libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

It is estimated that this measure would raise approximately $326,281 in tax revenues for 2015-2016, $332,807 in tax revenues for 2016-2017, $338,463 in tax revenues for 2017-2018, $346,252 in tax revenues for 2018-2019, and $353,177 in tax revenues for 2019-2020. The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

Explanatory Statement

Before the formation of the Lincoln County Library District, people living in unincorporated areas of Lincoln County and Depoe Bay did not have access to a public library without paying for a library card. In 1991 the city libraries of Lincoln City, Newport, Siletz, Toledo and Waldport began contracting with the Library District to receive funds for providing fee free library service to all residents of Lincoln County. In order to continue this service, voters in 2009 approved a local option tax levy at $0.60 per $1000 assessed value which expires in 2014-2015. Approval of this measure will renew the levy for another five years and allow the fee free service to continue.

Who votes on this measure?

Every voter living outside the city limits of Lincoln City, Newport, Toledo and Yachts.

Why is renewal of the 5-year local option tax needed?

To ensure that you will continue to have full access to the public libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

The library services include:

- Check out books, videos, DVD’s, ebooks and other library materials.
- Reserve books, videos, DVD’s and other library materials 24 hours a day through the Internet
- Internet access to reference databases
- Computer use for Internet access: check e-mail, apply for jobs, information search, etc.
- Counter service which brings materials you request from other libraries to your local library
- Interlibrary Loan Services – access to materials around the state and around the world

What happens if the tax does not pass?

Based on current year revenue libraries will lose at least:

- Driftwood (Lincoln City) - $56,813
- Newport - $84,423
- Siletz - $17,661
- Toledo - $27,217
- Waldport - $42,594

Some or all of these things may happen at your local library if tax does not pass:

- May require people living outside the city limits of Lincoln City, Newport and Toledo to purchase a library card in order to use these city libraries
- Reductions in:
  - Hours of library operation
  - Courier service
  - Interlibrary loans
  - Staffing levels
  - Purchase of books and other materials
  - Library programs and services
- Possible changes in agreements for city library usage by Library District residents

(Submitted by Chris D. Boyle, President, Board of Directors, Lincoln County Library District)

Manual Vote Count:

Yes 7554
No 3189
NOTICE OF MEASURE ELECTION
LINCOLN COUNTY LIBRARY DISTRICT

Notice is hereby given on August 17, 2019 that a measure election will be held in Lincoln County, Oregon on November 5, 2019.

The following shall be the ballot title of the measure to be submitted to the District's voters on this date November 5, 2019:

CAPTION
LOCAL OPTION TAX FOR LIBRARY SERVICES

QUESTION
Shall Library District renew levy of 9¢ per $1,000 assessed value for five years, beginning 2020-21, to fund your library?

This measure renews current local option taxes.

SUMMARY
This measure will renew the expiring local option tax. Approval of this measure continues providing funding at its present level for the Lincoln County Library District and the funding it provides to libraries in Lincoln City, Newport, Siletz, Toledo and Waldport.

It is estimated that this measure would raise approximately $372,016 in tax revenues for 2020-2021, $383,176 in tax revenues for 2021-2022, $394,672 in tax revenues for 2022-2023, $406,512 in tax revenues for 2023-2024, and $418,707 in tax revenues for 2024-2025. The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

The following authorized district official hereby certifies the above ballot title is true and complete.

[Signatures]
Brian Fodness
President, Lincoln County Library District Board

[Signature]