

Save My Library Steering Committee Meeting Minutes 08-17-07
Home of Nancy Smith, Merlin, OR - 7:00PM

Present

Jackie Balander
Virginia Collins
Sharon Dilda
Cathye Mason
Dale Matthews
Joyce McPartland
Nancy Smith
Patricia Snyder
Gary Van Dyke (for Charles D. Brown)
Jon Wacker

Guests

Cheryl Edstrom
Layne N. Edstrom
Jeanne Howell

Agenda Items

Review/Approve Agenda

Review/Approve Minutes

Reports

- Standing Committees
 - City (Cathye)
 - County (Charles)
 - Legal (Patricia)
 - Other (?)
- Illinois Valley Meeting (Dale/Jon)

Old Business (Parking Lot Items)

- Suggestions for issues to put before the General Meeting on 08-29-07
- Additional Committees
 - Volunteers/staffing
 - Continuity
 - Budget/finance/admin
- Questions/Tasks for Standing Committees
 - Fundraising
 - Publicity
- Information Sources/Other Resources
 - Libraries
 - Books
 - Budget

New Business

- Date for next Steering Committee Meeting
- New members on committees; voting/non-voting; qualifying procedures
- Incorporating the Steering Committee
- Elections; terms of office; roles & responsibilities; checks and balances; Quorums
- Bylaws; Mission Statement
- Petty Cash/Operating Fund
- Potential Name Change
- Implementation of Plan

Items for General Meeting

- Will the General Meeting be a decision-making meeting or not?
- Which of the following two alternatives does the membership approve?
 1. Establishment of a new nonprofit to raise funds, seek tax exempt status, coordinate with the Board of County Commissioners, and operate the library (timeframe: 6 to 9 months) –OR-
 2. Empowering the existing Steering Committee to work with the Board of County Commissioners and iTV to raise operating funds, adopt an implantation plan and operate the library (2 to 3 months).
- Do we want to raise money on 08-29 or not? If yes, how is it going to work?

Discussion, Decisions, etc:

- Agenda reviewed and approved.
- 08-07-07 Meeting Minutes approved.
- It was discussed and decided that there will be a time set aside at the end of every Steering Committee meeting for a question and answer period.
- City Committee represented by Cathye Mason. Questions have been submitted to Grants Pass and Cave Junction, no response yet.
- County Committee represented by Gary Van Dyke. The letter to the County Commissioners has been drafted and e-mailed to Steering Committee for review.
 - The following change will be made to the letter; paragraph 2, item 2, sentence 2 will be changed to read: It is understood that utilities and other operations costs may be the responsibility of the non-profit corporation, subject to negotiation with the County.
 - Virginia Collins addressed some concerns regarding the letter to County Commissioners. It was decided that Virginia will revise the letter based on her concerns and will send to the Steering Committee for review.
 - Gary Van Dyke will provide the information for the next County Committee meeting to the Steering Committee, when the information becomes available.
- Legal Committee represented by Patricia Snyder.
 - Patricia e-mailed the Steering Committee with information from the Department of Justice regarding charity vs. nonprofit.
 - Patricia also emailed the Steering Committee that the Medford attorney recommended by Charles Brown is willing to do pro bono work.

- Dale Matthews and Jon Wacker attended a meeting in Selma and gave them a general introduction of what has been happening. Questions/comments presented by Illinois Valley:
 1. Planners need to include all the libraries equally.
 2. Interim plan should strategically plan for 2008 general election.
 3. Public membership/wood block plan
 4. What percentage of county residents have library cards?
 5. Selma has library open to everyone in County - run by volunteers.
- Nancy Smith will task the Publicity Committee to contact the chair people of Friends of the Library in the four communities and ask them to publicize the general meeting.
- Cheryl Edstrom volunteered to be on the Publicity Committee.
- MOTION: Move that we go with what we said we were going to do last time and go through the agenda the way we agreed to do it. Motion seconded and passed.
- MOTION: Motion to set the agenda for the general meeting, with the intent to limit the meeting to 1 ½ hours maximum, to include in the following order:
 1. Information to present
 2. Q&A about that information
 3. A limited number of decisions, limited by the time frame
 4. Giving an opportunity to the public to show their support in the form of a pledge of time, money, or in-kind contributions
 Motion seconded and passed.
- MOTION: That we identify two to four issues, right now, with a couple of options for each, to present at the general meeting, as outlined in the previous motion. Motion seconded and passed.
- Each Steering Committee member is to select their top four items from the list below, put them in order by priority, and bring to the next Steering Committee meeting on 08-21-07. These are for potential voting by General meeting.
 - (1) Should be all four libraries be opened:
 - Start with Grants Pass and then open next three libraries
 - Start with Cave Junction, then add other two libraries and finish with Grants Pass
 - Start with Cave Junction and Grants Pass then add in Wolf Creek and others as we can
 - (2) Organization at center of re-opening libraries:
 - Library Foundation
 - iTV
 - Community Center of Grants Pass
 - Begin new organization
 - (3) Alternatives for a Mission Statement
 - (4) Acceptance of letter to the County Commissioners
 - (5) Accept matching funds from the County or go on our own
 - (6) Librarian/Professional Library System
 - (7) Membership of library:
 - Membership like Public TV
 - Membership with annual dues
 - (8) Support/Validation for the Steering Committee
 - (9) County Commissioners have three votes
 - (10) Board representation/makeup
 - (11) Level of accountability

- Nancy Smith will put together information indicating the benefits of incorporating the Steering Committee.
- MOTION: To have a discussion at the next Steering Committee meeting on whether or not we need to incorporate the Steering Committee. Motion seconded and passed.
- Meeting adjourned at 9:34 PM.

Items to be Discussed at Next Steering Committee Meeting:

- Choose decision items for General meeting to vote on
- Discussion on whether or not we need to incorporate the Steering Committee
- Parking Lots Items from Agenda in the order written

Next Steering Committee Meeting:

Date: Tuesday, August 21, 2007

Time: 7:00 PM

Location: Josephine County Courthouse Room 157