

**Minutes** Public Meeting: Executive Board  
**FINAL** Location: Hillsboro Civic Center, Conf. Room 431 | 150 E. Main St., Hillsboro  
Time & date: Wednesday, September 25, 2019, 1:15 pm – 2:30 pm

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### **Attendance**

Aloha: Terri Palmer for Jean Doane  
Banks: Denise Holmes for Jolynn Becker  
Beaverton: Abigail Elder  
Cedar Mill: Peter Leonard  
Cornelius: *absent*  
Forest Grove: Jesse VanderZanden, Chair  
Garden Home: Molly Carlisle for Anna Heinrich  
Hillsboro: Robby Hammond for Simone Brooks  
North Plains: Andy Varner  
Sherwood: Joe Gall  
Tigard: *absent*  
Tualatin: Sherilyn Lombos  
West Slope: Doug Bigelow  
Washington County: Ruth Osuna  
WCCLS: Lisa Tattersall  
Guests: Adrienne Doman Calkins, Robin Doughty, Karen Muller, Jerianne Thompson, Crystal Trice, Colleen Winters

### **Call to Order, Introductions, Additions to the Agenda:**

Chair VanderZanden called the meeting to order at 1:24 pm. No additions to the Agenda.

### **Consent Agenda:**

Lombos motioned to adopt the Consent Agenda. Holmes seconded the Motion. Passed. Lombos shared kudos for new WCCLS monthly report format.

### **Vice-Chair/Chair-Elect for WCCLS Executive Board**

Elder is currently the Vice-Chair/Chair-Elect, and will chair the next meeting. Elder and Vanderzanden will gather nominations for the next Vice-Chair/Chair-Elect, with an election happening at the November meeting.

## **WCCLS Governance, Funding and Levy 101**

Washington County Board of Commissioners has targeted May 2020 for the Library Local Option Levy. Tattersall shared a presentation that included general information about local option levies and the Levy history at WCCLS.

### *Library Levy draft timeline*

- Voter polling: Helps inform how we communicate to voters about the levy
  - October 2019: develop polling questions
  - November 2019: conduct polling
  - December 2019: present polling results to Board of Commissioners
- Draft the levy proposal: Proposal to the Board of Commissioners who decide whether to put the levy on the ballot
  - October 2019: WCCLS begins draft proposal
  - November 2019: Input on draft from Policy Group and Executive Board
  - January 2020: Draft presented to Board of Commissioners and hopefully adopted
- Ballot material: The language that says what voters are voting on
  - January 2020: ballot material drafted and adopted by Board of Commissioners
  - Early February 2020: ballot material adopted by Board of Commissioners and County Counsel files measure with Secretary of State
- Levy education: Educating (neutral) the public about the levy, not advocating (persuasive)
  - Mid-February 2020: core educational content submitted to Secretary of State
  - Late February 2020: SOS approves core content and we begin publishing and distributing
  - Our Cooperative will be most effective with a collaborative approach to public education
  - ORS 260.432 does not go into effect related to our levy until we file the ballot materials with the Oregon Secretary of State (likely in early February)

If voters approve the Levy in May 2020, Executive Board will need to look at the three IGAs that govern how we work together, establish what is required of County/WCCLS and contractors, and how we distribute funding (including Pool 2 and Jump Start structure). The Board will also evaluate and update Library Admission Guidelines to be in line with Oregon Library Association standards.

**Next meeting:** November 20 at Clean Water Services

**Adjourned:** 2:12 pm

*Submitted by Crystal Trice*