




City of Bandon


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

Bandon by the Sea

MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Torrey Contreras, City Manager 

INITIATED BY: Christine Kingsbury, Library Director 

DATE: January 9, 2024

SUBJECT: **4.1 LIBRARY DISTRIBUTION UPDATE**

BACKGROUND:

As the City Council is aware, the Coos County Library Services District Board (CCLSD) has proposed an amendment to the existing methodology used to assign funding to public libraries within the CCLSD. The proposed amendment is the result of City-initiated efforts to develop a more equitable method of appropriating funding for public libraries. Due to these efforts, the Board has proposed an amendment to the existing methodology that is based on population and usage. In order to ensure smaller cities like Bandon receive their fair share of available library funding, the proposed methodology will assign funding based on population at 25% and usage volume at 75%.

As mentioned, City staff has been advocating for this change for several years and is in support of the proposed methodology. However, the CCLSD Board is proposing to distribute funding increases incrementally over time to lessen the financial impact on those libraries that will be receiving a funding decrease. According to the new methodology, Bandon is projected to receive approximately \$50,000 in additional library funding the first year, with said amount increasing to approximately \$200,000 over the next four years. Based on the new funding methodology, the Bandon and Lakeside libraries will receive the greatest appropriation increases, with Myrtle Point and Dora libraries receiving smaller allocations. Conversely, the libraries of Coos Bay, North Bend, Coquille and Powers will be receiving less funding to account for the aforementioned increases.

Below is the Board's proposed transition plan for all libraries:

- FY 24/2025: 75% current allocation plus 25% new allocation
- FY 25/2026: 50% current allocation plus 50% new allocation
- FY 26/2027: 25% current allocation plus 75% new allocation
- FY 27/2028: 100% allocation

This issue has been thoroughly debated and analyzed by the CCLSD Board and its member libraries. City staff considers the methodology to be equitable, reasonable, and fair. Accordingly, City staff has prepared a letter for the Mayor's signature on behalf of the City Council for submission to the CCLSD Board, requesting approval of the proposed funding

methodology and consideration of an expedited transition plan for allocating the additional funding (see Attached Letter).

FISCAL IMPACT

In accordance with the proposed amendment to the existing methodology used to allocate library funding to public libraries located within the Coos County library system, the City is expected to receive an annual increase of approximately \$50,000 the first year, with said amount increasing to approximately \$200,000 over the course of four years. These monies will be used to cover existing operating costs, as well as fund library programming and purchase of new materials for circulation.

RECOMMENDATION

It is recommended that the City Council move to approve:

1. Letter of support prepared on behalf of the City Council for submittal to the CCLSD Board; and
2. Receive and file this report.

Attachment: Letter of Support



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January 9, 2024

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

Dear Coos Library Board Members,

The purpose of this letter is to express the City of Bandon's support for the Coos Library Board's recommended revised library allocation formula and transition plan proposed on December 4, 2023. The Coos Library Board's work on the allocation formula revision is appreciated and my City Council colleagues and I are in favor of its approval. The proposed formula based on population and usage statistics is a fair means of distribution and we are in full support of this methodology.

The City's only request is to consider reducing the proposed transition time for full funding in an effort to prevent impacts to existing library operations and to better meet the needs of the Bandon community. The current proposal is a four-year incremental transition in which the Bandon Library is projected to receive approximately \$50,000 in year one, with the full funding amount being reached by fiscal year 2027/2028. Under current budgetary constraints, the delay in full funding will adversely impact the library's ability to maintain its existing level of services.

It is our understanding that for over 20 years the Coos Library Board has engaged in discussions regarding the need to revise the formula used to distribute funds among the eight libraries in Coos County. During those discussions it was indicated that the Bandon Library was not receiving its fair share of funding leading to the currently proposed revisions. The prolonged delay in addressing this issue and developing a new formula has resulted in the loss of nearly \$1 million to the Bandon Library at the expense of library patrons.

Today, the Bandon Library currently employs five staff members and must rely on donations to purchase library materials. Waiting four years to receive full funding impacts Bandon Library's resources, potentially affecting hours of operation and usage statistics, which would further reduce funding based on the new formula. The Bandon Library has been unjustly impacted by the aforementioned delays and a lengthy transition will continue to prolong the provision of library services for the Bandon community. Therefore, the Bandon City Council requests that the proposed transition plan for distribution of said funds be reduced to allay concerns about potential impacts to the existing level of library services.

It is understandably difficult for libraries to take a reduction in the funding that they have become accustomed to, however it is imperative that the transition process move as quickly as possible to aid the libraries that have been underfunded for many years and that continue to struggle to provide essential library services for their respective patrons.

Thank you again for your work toward creating a fair funding methodology and for considering the City's request to expedite the distribution of said funds. The City of Bandon is hopeful that the conclusion of years of work on this process brings fairness and unity to our 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