



**Lincoln County Library District Board
Regular Meeting
Tuesday June 8, 2021
12:00 p.m.
132 NE 15th
Newport, OR 9765**

Budget Hearing Agenda	
Call to order Budget Hearing per ORS 294.438 & 294.453	President
Call the Roll & Establish a Quorum	Secretary to the Board (Director)
Questions and Public Comments	Public
Close Budget Hearing	President

Agenda		
Call Regular Meeting to Order		President
Approval of the Agenda		President
Topic	Lead	Purpose Outcome
Minutes Board Meeting and Budget Committee Meeting April 13, 2021	President	Approval
Reports		
Board Reports	Board Members	Information
Director's Report	Director	Information
Financial Report	Director	Acceptance
Old Business		
Review Progress on Reimbursement/IGA Project	Director	Discussion
New Business		
Resolution No. 2021-6.1 Resolution for Adopting the FY 2021-2023	Director	Approval

Budget, Making Appropriations, Imposing the Tax and Categorizing the Tax per ORS 294.456		
Resolution No. 2021-6.2 Resolution to Surplus Van for Disposal	Director	Approval
Resolution No. 2021-6.3 Updating Registered Office with Oregon Secretary of State	Director	Approval
Board Calendar 2021-2022		Approval
Good of the Order		Information
Next District Board Meeting July 13, 2021, noon LCLD Administrative Office		Information
Adjourn	President	Motion

**RESOURCES
General Fund**

(Fund)

Lincoln County Library District

Historical Data				RESOURCE DESCRIPTION	Budget for Next Biennium ____ 2021-2023 ____		
Actual		Adopted Budget This Year Year 2020-21	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-2019	First Preceding Year 2019-2020						
1	\$202,543	\$253,317	\$200,000	1 Available cash on hand* (cash basis) or	\$400,000	\$400,000	1
2				2 Net working capital (accrual basis)			2
3	\$44,924	\$57,807	\$40,000	3 Previously levied taxes estimated to be received	\$80,000	\$80,000	3
4	\$981	\$1,031	\$1,000	4 Interest	\$2,000	\$2,000	4
5				5 Transferred IN, from other funds			5
6				OTHER RESOURCES			5
7	\$4,236	\$4,405	\$4,400	7 Ready to Read Grant	\$9,000	\$9,000	6
				Library Services and Technology Act Grant	\$30,000	\$30,000	7
8	\$16,511	\$26,771	\$10,000	8 State Forestry	\$30,000	\$30,000	8
9	\$23,052	\$11,873	\$13,000	9 Lincoln County Law Library	\$26,000	\$26,000	8
10	\$22,253	\$23,774	\$22,000	10 Chinook Library Network Payments	\$44,000	\$44,000	9
11	-	\$600	-	11 Dolly Parton Imagination Library	\$10,000	\$10,000	10
12	\$2,159		-	12 TBCC Courier Fund	-		11
13	\$8,039	\$17,400	\$4,000	13 Miscellaneous	\$10,000	\$10,000	12
14				14 Siletz-Carry Over	-		13
15		\$15	\$25	15 Siletz-Interest	\$100	\$100	14
16	\$2,163	\$4,149	\$500	16 Siletz-Miscellaneous	\$5,000	\$5,000	15
17	\$1,000	\$1,000	\$1,000	17 Siletz-City of Siletz	\$2,000	\$2,000	16
18				18			17
19				19			18
20				20			19
21				21			20
22				22			21
23				23			22
24				24			23
25				25			24
26				26			25
27				27			26
28				28			27
29	\$327,861	\$402,142	\$295,925	29 Total resources, except taxes to be levied	\$648,100	\$648,100	28
30			\$1,308,507	30 Taxes estimated to be received	\$2,815,383	\$2,815,383	29
31	\$1,308,287	\$1,303,474		31 Taxes collected in year levied			30
32	\$1,636,148	\$1,705,616	\$1,604,432	32 TOTAL RESOURCES	\$3,463,483	\$3,463,483	31

**FORM
LB-30**

**REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

(name of fund)

Lincoln County Library District
(name of Municipal Corporation)

Historical Data				REQUIREMENTS FOR: (Name of Org. Unit or Program & Activity)	Budget For 2021-2023		
Actual		Adopted Budget			Budget For 2021-2023		
Second Preceding Year 2018-2019	First Preceding Year 2019-2020	This Year 2020-2021			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1				PERSONNEL SERVICES			
2	\$196,617	\$206,616	\$207,113	2 LCD Staff Salaries	\$584,640	\$584,640	2
3			\$60,585	3 Siletz Staff Salaries			3
4			\$13,000	4 Lincoln County Law Library Staff	\$26,000	\$26,000	4
5	\$91,262	\$119,645	\$25,000	5 Payroll Taxes	\$60,000	\$60,000	5
6	\$470	\$2,152	\$1,937	6 Payroll Fees	\$4,632	\$4,632	6
7	\$55,242	\$43,068	\$29,394	7 Benefits	\$60,420	\$60,420	7
8	\$343,591	\$371,481	\$337,029	8 TOTAL PERSONNEL SERVICES	\$735,692	\$735,692	8
9	4.65	4.65	4.65	9 Total Full-Time Equivalent (FTE)	4.65	4.65	9
10				MATERIALS AND SERVICES			10
11	\$23,045	\$40,460	\$15,000	11 Professional Services	\$35,000	\$65,000	11
12	\$39,554	\$80,856	\$85,000	12 General Office Expenses	\$160,000	\$160,000	12
13	\$9,893	\$12,356	\$15,000	13 Membership/Training/Travel	\$30,000	\$30,000	13
14	\$6,338	\$33,156	\$16,600	14 Operating Fees and Insurance	\$25,000	\$25,000	14
15	\$92,193	\$97,193	\$90,000	15 Library Development	\$194,320	\$194,320	15
16	\$856,710	\$816,897	\$874,855	16 Library Reimbursement	\$1,970,768	\$1,970,768	16
24				24			24
25				25			25
26				26			26
27	\$1,027,733	\$1,080,918	\$1,096,455	27 TOTAL MATERIALS AND SERVICES	\$2,415,088	\$2,445,088	27
28				CAPITAL OUTLAY			28
29	\$0	\$7,415	\$0	29 Furniture and Equipment	\$0	\$0	29
30	\$0	\$0	\$60,000	30 Van Replacement			30
31		\$7,415	\$60,000	31 TOTAL CAPITAL OUTLAY	\$0	\$0	31
32				32			32
33		\$1,459,814	\$1,493,484	33 TOTAL LIBRARY DISTRICT OPERATIONS	\$3,150,780	\$3,180,780	33
34				34			34
35				35			
36				36			
37			\$82,754	37 Operating Contingency	\$206,157	\$166,157	
38				38 Reserved for Future Expenditure		\$10,000	
39			\$28,194	39 Unappropriated Ending Balance	\$106,546	\$106,546	
40			\$110,948	40 TOTAL OTHER REQUIREMENTS	\$312,703	\$282,703	
	\$264,824	\$253,217		Ending Balance (prior years)			
42	\$1,636,148	\$1,705,616	\$1,604,432	42 ORGANIZATIONAL UNIT / ACTIVITY TOTAL	\$3,463,483	\$3,463,483	\$0
							36



**Minutes
Lincoln County Library District
Budget Committee
2021-2023 Biennial Budget
April 13, 2021
Noon
Online
Newport, OR**

ATTENDANCE—BOARD

Brian Fodness
Virginia Tardaewether
Chris Boyle-ARRIVED LATE
Marta West
Emily Portwood-ABSENT

ATTENDANCE – APPOINTED BUDGET COMMITTEE MEMBERS

Shirley Hanes
Jan Hansen
Jim Buisman
Carla Clark
Clare Hansen

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

CALL TO ORDER

Board President Brian Fodness called the meeting to order at 12:00 p.m.

CALL THE ROLL AND ESTABLISH QUORUM

Roll was called with 8 Budget Committee Members present, thus there was a quorum

WELCOME, GROUNDRULES, HOUSEKEEPING

MaryKay Dahlgreen welcomed everyone and thanked them for their time and service

INTRODUCTIONS

Members of the Budget Committee introduced themselves.

ELECTION OF BUDGET COMMITTEE CHAIR

Brian Fodness nominated Marta West and Jim Buisman seconded the nomination of Marta West as budget committee chair. She was elected unanimously.

BUDGET PRESENTATION

MaryKay Dahlgreen presented the proposed 2021-2023 biennial budget, explaining each of the lines and then explaining specific areas as necessary.

PUBLIC COMMENTS

There were no public comments

DISCUSSION, APPROVAL, SET TAX RATE

Jim Buisman moved to accept the budget as revised: add \$30,000 to Professional Services for anticipated Library Services and Technology Act Grant and add \$10,000 to Reserved for Future Expenditures to begin saving for the next van. This will reduce the operating contingency to \$166,157. Jan Hansen seconded approval of the budget as revised. There were no questions and the motion passed unanimously.

Jim Buisman moved to approve the tax rate at the current \$0.2465 per \$1,000 of assessed value, Brian Fodness seconded. There were no questions and the motion passed unanimously.

Jim Buisman moved to approve the local option levy rate of \$0.0900 per \$1,000 of assessed value, Brian Fodness seconded. There were no questions and the motion passed unanimously.

Brian Fodness, personally and on behalf of the Board, thanked the members of the Budget Committee for serving.

ADJOURNMENT

Marta West closed the Budget Committee meeting at 1:00 p.m.



Minutes
Lincoln County Library District
Board Meeting
April 13, 2021
After Budget Committee Meeting
Online

ATTENDANCE—BOARD

Chris Boyle
Brian Fodness
Emily Portwood-ABSENT
Virginia Tardaewether
Marta West

ATTENDANCE—STAFF

MaryKay Dahlgreen, District Director

ATTENDANCE – GUESTS

Carla Clark
Clare Hansen

CALL TO ORDER

Board President, Brian Fodness, called the meeting to order at 1:10 P.M.

CALL THE ROLL AND ESTABLISH QUORUM

Quorum was established.

APPROVAL OF THE AGENDA

Approved

PUBLIC COMMENT

There was none.

APPROVAL OF MEETING MINUTES

Chris moved and Marta seconded approval of the Regular Board minutes of March 9, 2021. Passed unanimously.

BOARD REPORTS

Brian commented on the recent move and how smoothly it went. Virginia commented that she is using a wifi hotspot that she checked out of the Toledo Public Library. She also commented on the variety of services and materials available from the Toledo Public Library.

DIRECTOR'S REPORT

The Siletz Library is open to the public on a limited basis from 10:00 a.m. to 4:00 p.m. Monday through Friday. They also have a new website: www.siletzlibrary.org.

Summer Reading Program theme this year is Reading Colors Your World. The District will be using our Ready to Read Grant funding for 8 weeks of virtual programming for all the libraries.

The Siletz mayor is interested in an outdoor summer movie series using the Siletz Library movie license.

We have moved into our new office at 132 NE 15th and are very pleased with the space.

We have begun advertising Lincoln County Reads and are looking forward to the virtual presentation by Madeline Miller on April 25th.

The van has arrived and was taken to Eugene to have a barrier installed between passenger and cargo areas. We have an appointment with the DMV on April 30th to get it registered and titled.

I have not completed researching options for the reimbursement formula and intergovernmental but am hoping to have that completed by the end of April.

The Oregon Library Association Conference will be held virtually April 20-24, 2021. Jane is doing a presentation and MaryKay has volunteered to moderate several sessions.

FINANCIAL REPORT

We are on track with revenue and expenditures.

OLD BUSINESS

Strategic Plan Review

We have agreed to review progress on the strategic plan on a regular basis. The following have been accomplished:

New van is in place by June 2021.

Library Services and Technology Act Grant for a feasibility study for our integrated library system has been written and has been conditionally approved.

LCLD staff has been made available to the Yachats Library Commission.

Graphic design project has been accomplished.

Lincoln County Reads 2021 is available to all district residents.
Currently working with partner libraries to plan and deploy summer reading programs.

NEW BUSINESS

GOOD OF THE ORDER

Brian thanked Carla Clark and Marta West for agreeing to be on the May 18, 2021 ballot for the LCLD Board.

NEXT DISTRICT BOARD MEETING

Tuesday May 11, 2021 at noon at the District Office, 132 NE 15th , Newport or online.

ADJOURNMENT

Meeting adjourned at 1:40 p.m.



Library Director's Report June 2021

General Updates

Siletz Library is now open Tuesday through Friday 10:00 a.m. to 4:00 p.m. and on Saturday from noon to 4:00 p.m.

Summer Reading Program theme this year is Reading Colors Your World and sign up has begun at the partner libraries. We will use our Ready to Read Grant from the State Library to provide the following virtual programs:

- Alex Zerbe June 21st at 11:00 a.m. (The recording will then be available for the rest of that week)
- Mad Science June 29, 2021 at 2:00 p.m. and July 1, 2021 at 6:00 p.m.
- Mo Phillips Week of July 4-10, 2021
- Matt Baker Week of July 11-17, 2021
- Vikki Gasco Green Week of July 13-24, 2021
- Traveling Lantern Theatre Week of July 25-31 2021
- Anne-Louise Sterry Week of August 1-7, 2021
- Reptile Man Week of August 8-14, 2021

Successes

We had a very successful Lincoln County Reads program with Madeline Miller. We had 60 attending live (we are guessing that some folks watched together) and 92 visits to the recording for the 14 days we had it available. We are planning to do another Lincoln County Reads in 2022 and will begin planning this fall.

The van has been registered and we are still waiting for the title. We had signs put on the van as well as on our front window.

Our LSTA (Library Services and Technology Act) Grant proposal was accepted by the State Library Board. It begins July 1, 2021 and we will be hiring a consultant to do a feasibility study on the best approach for LCLD to take with an online catalog.

I continue to do a monthly storytime for the Shangri La LEAP program.

We now have someone to clean the Siletz Library and our office every other week.

Lincoln County Library District

Statement of Revenues and Expenditures - Cash Basis For April 2021 and FYTD 2021

	Current Period Actual	Year to Date Actual	Annual Budget
Revenues			
4000 Revenues			
4020 Chinook Library Network		\$ 10,596.96	\$ 22,000.00
4030 Dolly Parton Imagination Library			
4050 Lincoln County Law Library		\$ 12,828.90	\$ 13,000.00
4060 Previously Levied Taxes	\$ 1,832.16	\$ 4,856.06	\$ 40,000.00
4070 Ready to Read Grant	\$ -	\$ 4,399.00	\$ 4,400.00
4080 Siletz			
4081 Siletz-Carry-over			
4082 Siletz-City of Siletz			\$ 1,000.00
4083 Siletz-Interest			\$ 25.00
4084 Siletz-Miscellaneous		\$ 207.50	\$ 500.00
4090 State Forestry		\$ 20,975.78	\$ 10,000.00
4100 Property Tax Revenue 16/17		\$ 4,553.90	
4101 Property Tax Revenue - 17/18		\$ 3,501.55	
4102 Property Tax Revenue 18/19		\$ 8,416.78	
4103 Property Tax Revenue - 19/20		\$ 27,388.74	
4104 Property Tax Revenue - 20/21	\$ 7,217.70	\$ 1,334,089.15	\$ 1,308,507.00
4800 Interest Income	\$ 15.44	\$ 419.25	\$ 1,000.00
4900 Miscellaneous Income		\$ 20,641.64	\$ 4,000.00
Total 4000 Revenues	\$ 9,065.30	\$ 1,452,875.21	\$ 1,404,432.00
Services			
Available Cash On Hand			\$ 199,991.00
Total Revenues	\$ 9,065.30	\$ 1,452,875.21	\$ 1,604,423.00
Expenditures			
5000 Personnel Services			
5100 Salaries and Wages	\$ 46,458.27	\$ 256,517.60	\$ 280,698.00
5200 Payroll Taxes	\$ 4,351.64	\$ 24,883.58	\$ 25,000.00
5250 Payroll Fees	\$ 398.95	\$ 2,222.88	\$ 1,937.00

	Current Period Actual	Year to Date Actual	Annual Budget
Total 5000 Personnel Services	\$ 51,208.86	\$ 283,624.06	
5300 Employee Benefits			
5305 Health Benefits	\$ 1,338.93	\$ 20,145.41	\$ 17,526.00
5310 Retirement Benefits		\$ 8,909.28	\$ 11,868.00
Total 5300 Employee Benefits	\$ 1,338.93	\$ 29,054.69	
6000 Materials and Services			
6010 Professional Services			
6011 Accounting Services	\$ 450.00	\$ 13,550.23	\$ 13,000.00
6012 Legal Services	\$ -	\$ 2,050.00	\$ 1,000.00
6013 IT Services			\$ 1,000.00
6014 General Services	\$ 1,151.00	\$ 2,053.00	
6015 Misc. Services		\$ 1,574.53	
Total 6010 Professional Services	\$ 1,601.00	\$ 19,227.76	
6030 General Office Expenses	\$ 140.00	\$ 280.00	
6031 Office Supplies	\$ 60.51	\$ 887.53	
6032 Office Equipment	\$ 477.99	\$ 1,672.19	
6033 Online Expenses	\$ 66.00	\$ 1,477.12	
6036 ByWater Solutions			\$ 21,500.00
6040 Copier Lease	\$ 224.00	\$ 2,722.22	\$ 2,688.00
6050 Mileage			\$ 3,000.00
6055 Orbis Cascade Alliance Courier			
6056 OCAC - LCLD		\$ 4,537.50	\$ 6,050.00
6060 Postage		\$ 352.46	\$ 2,000.00
6065 Professional Materials			\$ 9,000.00
6070 Public Relations	\$ 100.00	\$ 1,345.21	\$ 10,000.00
6075 Rent and Utilities			
6076 Electricity	\$ 46.11	\$ 46.11	
6077 Maintenance and Supplies			\$ 1,500.00
6078 Gas			
6079 Rent	\$ 1,300.00	\$ 15,205.00	\$ 16,200.00
6080 Telephone and Internet	\$ 237.77	\$ 1,407.50	\$ 1,608.00
6081 LCLD Garbage	\$ 13.96	\$ 13.96	
6082 LCLD Water	\$ 50.85	\$ 50.85	
6100 Supplies		\$ 441.73	\$ 3,954.00
6105 Vans			
6106 Fuel	\$ 204.39	\$ 1,636.24	\$ 5,000.00

	Current Period Actual	Year to Date Actual	Annual Budget
6107 Maintenance		\$ 1,308.81	\$ 2,000.00
6108 Supplies		\$ 39.10	\$ 500.00
Total 6105 Vans	\$ 204.39		
Total 6030 General Office Expenses	\$ 2,921.58	\$ 33,423.53	
6300 Travel/Training/Membership			
6310 Membership Fees		\$ 1,229.20	\$ 2,000.00
6320 Registration/Training/Travel			
6321 Registration	\$ 179.00	\$ 956.00	\$ 6,500.00
6322 Travel/Meals/Housing		\$ 132.00	\$ 6,500.00
Total 6300 Travel/Training/Membership	\$ 179.00	\$ 2,317.20	
6400 Operating Fees/Insurance			
6401 Misc. Fees		\$ 349.00	
6410 Business Insurance	\$ 510.00	\$ 510.00	\$ 6,000.00
6420 Election Fees			\$ 9,000.00
6430 Legal Notices		\$ 789.74	\$ 1,600.00
Total Operating Fees/Insurance	\$ 510.00	\$ 1,648.74	
6500 Reimbursement/Library Development			
6505 Contracted Library Services			\$ 874,855.00
6510 Cataloging/Interlibrary Loan/Reference			
6511 OCLC	\$ 10,275.41	\$ 54,347.98	\$ 59,100.00
Total 6510 Cataloging/Interlibrary Loan/Reference	\$ 10,275.41	\$ 54,347.98	
6520 Library Development			
6521 Support Local Libraries		\$ 5,000.00	
6523 Special Projects (Dolly Parton Imag. Library)			
6524 Summer Reading Programs			\$ 4,400.00
Total 6521 Support Local Libraries		\$ 5,000.00	
6525 Online Databases			\$ 6,500.00
6526 Library2Go (Overdrive)		\$ 7,994.72	
6527 Mango Languages	\$ 200.00	\$ 200.00	
6528 ProQuest (Heritage Quest)	\$ 1,968.51	\$ 1,968.51	
6529 Misc. Databases		\$ 3,068.16	
Total 6525 Online Databases	\$ 2,168.51	\$ 13,231.39	
6550 Siletz			
6551 Materials, Supplies and Services	\$ 19.98	\$ 795.65	\$ 1,000.00
6554 Siletz Electricity	\$ 150.03	\$ 1,524.92	\$ 2,200.00
6555 Siletz Collection Development	\$ 380.53	\$ 3,017.06	\$ 4,580.00

	Current Period Actual		Year to Date Actual		Annual Budget	
6556 Siletz Water/Sewer	\$ 96.00		\$ 960.00		\$ 1,155.00	
6557 Siletz Copier Lease	\$ 49.36		\$ 505.10		\$ 1,220.00	
6558 Siletz Internet and Phone			\$ 1,604.73		\$ 1,750.00	
6559 Siletz Gas	\$ 109.40		\$ 789.34		\$ 825.00	
6560 Siletz Alarm			\$ 255.51		\$ 550.00	
6561 Siletz Programming	\$ 527.36		\$ 1,192.15		\$ 1,000.00	
6562 Siletz Repair & Maintenance	\$ 418.00		\$ 1,127.40		\$ 1,000.00	
6563 Siletz Useful					\$ 4,720.00	
Total 6550 Siletz	\$ 1,750.66		\$ 11,771.86			
Total 6520 Library Development	\$ 3,919.17		\$ 30,003.25			
6600 Library Reimbursement						
Lincoln City	\$ 20,077.00		\$ 200,771.00			
Newport	\$ 29,945.00		\$ 299,447.00			
Toledo	\$ 6,599.00		\$ 65,989.00			
Waldport	\$ 16,284.00		\$ 162,840.00			
Total Library Reimbursement	\$ 72,905.00		\$ 729,047.00			
6700 Bank Charges & Fees	\$ 15.95		\$ 159.50			
Total 6000 Materials and Services	\$ 92,327.11		\$ 870,174.96			
Uncategorized Expense						
7000 Capital Outlay						
7010 Office Furniture and Equipment						
7011 Van Replacement					\$ 60,000.00	
7020 Van	\$ 450.00		\$ 25,243.00			
Total 7000 Capital Outlay						
Operating Contingency					\$ 82,745.00	
Unappropriated Ending Balance			\$ 25,243.00		\$ 28,194.00	
Total Expenditures	\$ 145,324.90		\$ 1,208,096.71		\$ 1,604,423.00	

Lincoln County Library District

Statement of Revenues and Expenditures - Cash Basis

For May 2021 and FYTD 2021

	Current Period Actual	Year to Date Actual	Annual Budget	
Revenues				
4000 Revenues				
4020 Chinook Library Network	\$ 2,861.20	\$ 13,458.16	\$ 22,000.00	
4030 Dolly Parton Imagination Library				
4050 Lincoln County Law Library		\$ 12,828.90	\$ 13,000.00	
4060 Previously Levied Taxes	\$ 1,849.93	\$ 6,705.99	\$ 40,000.00	
4070 Ready to Read Grant	\$ -	\$ 4,399.00	\$ 4,400.00	
4080 Siletz				
4081 Siletz-Carry-over				
4082 Siletz-City of Siletz	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
4083 Siletz-Interest			\$ 25.00	
4084 Siletz-Miscellaneous	\$ 274.98	\$ 482.48	\$ 500.00	
4090 State Forestry	\$ 13,485.34	\$ 34,461.12	\$ 10,000.00	
4100 Property Tax Revenue 16/17		\$ 4,553.90		
4101 Property Tax Revenue - 17/18		\$ 3,501.55		
4102 Property Tax Revenue 18/19		\$ 8,416.78		
4103 Property Tax Revenue - 19/20		\$ 27,388.74		
4104 Property Tax Revenue - 20/21	\$ 8,213.80	\$ 1,342,302.95	\$ 1,308,507.00	
4800 Interest Income	\$ 13.43	\$ 432.68	\$ 1,000.00	
4900 Miscellaneous Income	\$ 25.00	\$ 20,666.64	\$ 4,000.00	
Total 4000 Revenues	\$ 27,723.68	\$ 1,480,598.89	\$ 1,404,432.00	
Services				
Available Cash On Hand			\$ 199,991.00	
Total Revenues	\$ 27,723.68	\$ 1,480,598.89	\$ 1,604,423.00	
Expenditures				
5000 Personnel Services				
5100 Salaries and Wages	\$ 372.33	\$ 256,889.93	\$ 280,698.00	
5200 Payroll Taxes		\$ 24,883.58	\$ 25,000.00	
5250 Payroll Fees		\$ 2,222.88	\$ 1,937.00	

	Current Period Actual	Year to Date Actual	Annual Budget
Total 5000 Personnel Services	\$ 372.33	\$ 283,996.39	
5300 Employee Benefits			
5305 Health Benefits	\$ 1,338.93	\$ 21,484.34	\$ 17,526.00
5310 Retirement Benefits	\$ 1,979.84	\$ 10,889.12	\$ 11,868.00
Total 5300 Employee Benefits	\$ 3,318.77	\$ 32,373.46	
6000 Materials and Services			
6010 Professional Services			
6011 Accounting Services		\$ 13,550.23	\$ 13,000.00
6012 Legal Services	\$ -	\$ 2,050.00	\$ 1,000.00
6013 IT Services			\$ 1,000.00
6014 General Services		\$ 2,053.00	
6015 Misc. Services		\$ 1,574.53	
Total 6010 Professional Services	\$ -	\$ 19,227.76	
6030 General Office Expenses		\$ 280.00	
6031 Office Supplies	\$ 148.45	\$ 1,035.98	
6032 Office Equipment		\$ 1,672.19	
6033 Online Expenses		\$ 1,477.12	
6036 ByWater Solutions			\$ 21,500.00
6040 Copier Lease	\$ 224.00	\$ 2,946.22	\$ 2,688.00
6050 Mileage			\$ 3,000.00
6055 Orbis Cascade Alliance Courier			
6056 OCAC - LCLD		\$ 4,537.50	\$ 6,050.00
6060 Postage	\$ 57.24	\$ 409.70	\$ 2,000.00
6065 Professional Materials			\$ 9,000.00
6070 Public Relations	\$ 340.00	\$ 1,685.21	\$ 10,000.00
6075 Rent and Utilities			
6076 Electricity		\$ 46.11	
6077 Maintenance and Supplies			\$ 1,500.00
6078 Gas			
6079 Rent		\$ 15,205.00	\$ 16,200.00
6080 Telephone and Internet	\$ 138.77	\$ 1,546.27	\$ 1,608.00
6081 LCLD Garbage		\$ 13.96	
6082 LCLD Water	\$ 67.14	\$ 117.99	
6100 Supplies		\$ 441.73	\$ 3,954.00
6105 Vans			
6106 Fuel	\$ 286.59	\$ 1,922.83	\$ 5,000.00

	Current Period Actual	Year to Date Actual	Annual Budget
6107 Maintenance		\$ 1,308.81	\$ 2,000.00
6108 Supplies		\$ 39.10	\$ 500.00
Total 6105 Vans	\$ 286.59		
Total 6030 General Office Expenses	\$ 1,262.19	\$ 34,685.72	
6300 Travel/Training/Membership			
6310 Membership Fees	\$ 70.00	\$ 1,299.20	\$ 2,000.00
6320 Registration/Training/Travel			
6321 Registration	\$ 35.00	\$ 991.00	\$ 6,500.00
6322 Travel/Meals/Housing		\$ 132.00	\$ 6,500.00
Total 6300 Travel/Training/Membership	\$ 105.00	\$ 2,422.20	
6400 Operating Fees/Insurance			
6401 Misc. Fees		\$ 349.00	
6410 Business Insurance		\$ 510.00	\$ 6,000.00
6420 Election Fees			\$ 9,000.00
6430 Legal Notices	\$ 49.42	\$ 839.16	\$ 1,600.00
Total Operating Fees/Insurance	\$ 49.42	\$ 1,698.16	
6500 Reimbursement/Library Development			
6505 Contracted Library Services			\$ 874,855.00
6510 Cataloging/Interlibrary Loan/Reference			
6511 OCLC	\$ 3,415.30	\$ 57,763.28	\$ 59,100.00
Total 6510 Cataloging/Interlibrary Loan/Reference	\$ 3,415.30	\$ 57,763.28	
6520 Library Development			
6521 Support Local Libraries		\$ 5,000.00	
6523 Special Projects (Dolly Parton Imag. Library)			
6524 Summer Reading Programs	\$ 1,950.00	\$ 1,950.00	\$ 4,400.00
Total 6521 Support Local Libraries		\$ 6,950.00	
6525 Online Databases			\$ 6,500.00
6526 Library2Go (Overdrive)		\$ 7,994.72	
6527 Mango Languages		\$ 200.00	
6528 ProQuest (Heritage Quest)		\$ 1,968.51	
6529 Misc. Databases		\$ 3,068.16	
Total 6525 Online Databases	\$ -	\$ 13,231.39	
6550 Siletz			
6551 Materials, Supplies and Services	\$ 280.41	\$ 1,076.06	\$ 1,000.00
6554 Siletz Electricity	\$ 172.74	\$ 1,697.66	\$ 2,200.00
6555 Siletz Collection Development	\$ 402.24	\$ 3,419.30	\$ 4,580.00

	Current Period Actual		Year to Date Actual		Annual Budget	
6556 Siletz Water/Sewer	\$ 96.00		\$ 1,056.00		\$ 1,155.00	
6557 Siletz Copier Lease	\$ 106.00		\$ 611.10		\$ 1,220.00	
6558 Siletz Internet and Phone	\$ 163.23		\$ 1,767.96		\$ 1,750.00	
6559 Siletz Gas	\$ 83.49		\$ 872.83		\$ 825.00	
6560 Siletz Alarm			\$ 255.51		\$ 550.00	
6561 Siletz Programming	\$ 114.04		\$ 1,306.19		\$ 1,000.00	
6562 Siletz Repair & Maintenance			\$ 1,127.40		\$ 1,000.00	
6563 Siletz Useful					\$ 4,720.00	
Total 6550 Siletz	\$ 1,418.15		\$ 13,190.01			
Total 6520 Library Development	\$ 3,368.15		\$ 33,371.40			
6600 Library Reimbursement						
Lincoln City	\$ 20,077.00		\$ 220,848.00			
Newport	\$ 29,945.00		\$ 329,392.00			
Toledo	\$ 6,599.00		\$ 72,588.00			
Waldport	\$ 16,284.00		\$ 179,124.00			
Total Library Reimbursement	\$ 72,905.00		\$ 801,952.00			
6700 Bank Charges & Fees	\$ 15.95		\$ 175.45			
Total 6000 Materials and Services	\$ 81,121.01		\$ 951,295.97			
Uncategorized Expense						
7000 Capital Outlay						
7010 Office Furniture and Equipment						
7011 Van Replacement					\$ 60,000.00	
7020 Van	\$ 712.50		\$ 25,955.50			
Total 7000 Capital Outlay						
Operating Contingency					\$ 82,745.00	
Unappropriated Ending Balance			\$ 25,243.00		\$ 28,194.00	
Total Expenditures	\$ 85,524.61		\$ 1,293,621.32		\$ 1,604,423.00	

RESOLUTION No. 2021-6.1

ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Lincoln County Library District hereby adopts the budget for the biennium 2021-2023 in the total of \$3,643,483 now on file at the Lincoln County Library District office.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the biennium beginning July 1, 2021 and for all the purposes shown below are hereby appropriated:

\$3,463,483

General Fund

Library District Operations	\$3,180,780
Other Requirements	<u>\$282,703</u>

Fund Total **\$3,463,483**

IMPOSING THE TAX

BE IT RESOLVED that the Board of Directors for the Lincoln County Library District hereby imposes the taxes provided for in the adopted budget:

- (1) At the rate per \$1,000 of assessed value of \$0.2465 for operations; and
- (2) At the rate per \$1,000 of assessed value of \$0.0900 for local option tax.

And that these taxes are hereby imposed and categorized for the tax year of 2020-2021 upon the assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX

General Government Limitation

Excluded from Limitation

Permanent Rate Tax	\$0.2465/\$1,000	
Local Option Tax	\$0.0900/\$1,000	
Debt Service Fund		\$0.00

The above resolution statements were approved and declared adopted on this 8th day of June 2021.

Brian Fodness, LCLD Board President

MaryKay Dahlgreen, LCLD Director

Resolution No. 2021-6.2

Resolution Declaring 2014 Ford Van Surplus for Disposal

WHEREAS, the Lincoln County Library District has purchased a 2021 Ford Transit Van for courier service and;

WHEREAS, the District has no use for two vans;

Now, therefore be it RESOLVED, that the 2014 Ford Van be declared surplus and disposed of appropriately.

Adopted by the Board of Directors of Lincoln County Library District this 8th day of June, 2021.

ATTEST:

Brian Fodness, President

MaryKay Dahlgreen, Secretary

Resolution No. 2021-6.3

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, therefore be it RESOLVED, as follows:

1. That the registered agent for the District is MaryKay Dahlgreen, 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 8th Day of June 2021

ATTEST:

Brian Fodness, President

MaryKay Dahlgreen, Secretary

