Oregon
Tina Kotek, Governor

State Library
of Oregon

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February 13, 2025

Co-Chair Chris Gorsek
Co-Chair Greg Smith
Members of the Joint Ways and Means General Government Subcommittee
Oregon State Legislature
900 Court St NE
Salem, OR 97301

Re: Joint Ways and Means General Government Subcommittee Follow-Up Information
        HB 5017 — State Library of Oregon

Co-Chair Gorsek, Co-Chair Smith, and members of the committee:

Thank you for the opportunity to provide additional context and clarity to the work and impact of the State Library of Oregon. Below are the responses to the questions asked during the budget hearing on Tuesday.

Are there any libraries that choose not to apply for Ready to Read state funded grants?

The Ready to Read grant program is supported by state General Fund dollars and is included in the Special Payments component of the budget. It is available to all legally established public libraries to provide early literacy and summer reading programs to local communities. Funds are distributed by formula, based 80% off the number of children ages 0-14 served by the library and 20% off the square mileage served. The minimum grant is $1,000.

There are two public libraries that have chosen to not apply for the Ready to Read grant in recent years: Arlington Public Library in Gilliam County and Spray Public/School Library in Wheeler County. Both locations are rural, small libraries and are eligible for minimum grant amount of $1,000. Library Support division staff remain in contact with both organizations.

- The Arlington Public Library, with less than 2 FTE, lacks the staff capacity given the amount of money that is being offered.
- The Spray Public/School Library is a public library located within a school location. Unfortunately, the public library side of this location has been defunct for years, and there is currently no local interest in restarting that service. The State Library continues to offer the Ready to Read grant to Spray Public/School Library because they are, at the moment, eligible. This location will lose public library status next year due to failure to meet minimum conditions. This is discussed further below.

*The State Library of Oregon cultivates, preserves, and delivers library and information services
to foster lifelong learning and community engagement.*

Please provide a breakdown of Ready to Read grants to public libraries by county:

The State Library Ready to Read grants are distributed each December. In 2024, Ready to Read funds went to 140 public libraries in all 36 counties in Oregon, with over 260,000 youth participation at grant-funded programs. The list by county for 2024 spending is attached and available here. The latest Ready to Read report that further details the outcomes of this program is available here.

How does the State Library of Oregon partner with the Oregon Historical Society on Northwest Digital Heritage?

How does NWDH, OHS and the State Archives work together?

Northwest Digital Heritage (NWDH) is a partnership of the Washington State Library, the Oregon Heritage Commission, and the State Library of Oregon, and serves as the primary service hub in the Pacific Northwest for the Digital Public Library of America (DPLA) national discovery platform. Since its launch in 2021, NWDH has successfully contributed over 839,500 metadata records to the DPLA from over 270 collections in Washington, Oregon, and Idaho.

The State Library of Oregon and the Oregon Historical Society (OHS) have a long partnership in place. OHS has received a variety of federally funded LSTA grants from the State Library, including:

- Reuniting Finley and Bohlman, pulling materials from OHS and the OSU Libraries Special Collections into one online collection of their work to document and protect the diversity of bid life in Oregon
- Digitizing the Oregon Story: Creating Access to Significant Legal and Political Oral Histories at OHS
- OHS Research Library Digital History Outreach Project to refresh three digital history websites: Oregon History Project, Oregon History Wayfinder, and Oregon TimeWeb.
- Digitizing the Valley Migrant League's publication, *Opportunity News*, for the Historic Oregon Newspapers website
- Translation of the Yasui family papers

OHS's digital collections are aggregated in NWDH, including their Immigrant Story Oral Histories featuring Van Tran and Dominic Vu Nugyen and their oral history interview with Hung V. Tran. Collectively, these projects reach every corner of Oregon and speak to many diverse experiences.

There is an extensive list of Oregon-based contributors to NWDH, in no small part due to the partnership of the Oregon Heritage Commission and their work with museums and historical societies across the state. The State Archives partnered with NWDH to have the Oregon Scenic Images collection hosted online and included in the over one million records of cultural materials that now can be accessed by the public for free. The Oregon Scenic Images collection includes over 60,000 photos from every corner of Oregon, promoting the geographic and cultural diversity of the state's 36 counties.

In addition to referring Oregonians to both the OHS Research Library or the State Archives when appropriate, the State Library routinely interacts with both organizations. The State Librarian also serves as an honorary, ex-officcio member of the Oregon Historical Society Board. The State Archives is also represented on the OHS Board. The State Librarian also has an ex-officcio seat on the Oregon Heritage Commission. The State Archives is represented on the Oregon Heritage Commission.

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The State Library continues to seek partnerships with Oregon libraries and other memory-holding institutions. There are many collections not yet included in NWDH, including Vietnamese Portland from Lewis & Clark College, which was in part funded by the State Library through an LSTA grant. We look forward to expanding NWDH in the future, when there is more staff capacity for this work.

Were there any public libraries shut down because they did not meet established minimum conditions?

In 2019, the Oregon legislature passed HB 2243 which:

- Updated the legal definition of "public library" to mean "a public agency that provides to all residents of a local government unit free and equal access to library and information services that are suitable for persons of all ages."
- Required the State Library Board to establish minimum conditions that a public library must meet; these conditions must, at least:
  1. Include financial support from public funds and regularly scheduled open hours; and
  2. Provide reasonable exemptions to libraries with service populations of 2,000 or fewer residents of the local government unit. (ORS 357.405)

The minimum conditions address levels of public funding, public open hours, collections, computer and Internet, web presence and database access, staffing, policies, abidance to professional library standards, reference and youth services, and whether the library completed an annual statistical report. Libraries are assessed on these conditions based on their responses to the annual Public Library Survey.

At no time does the State Library Board shut down a public library for failing to meet these minimum conditions.

A public library that does not meet all the minimum conditions may be placed in a recovery period by the State Library Board, effective July 1 of the year the library was determined to not meet all conditions. At that point, the library has two years to come back into compliance. During those two years, the library is still recognized as a public library under Oregon law and remains eligible for all privileges thereof, including access to grants from the State Library. This period is intended to be an opportunity to rebuild, where State Library staff will work with the library to not only to help bring them into compliance, but also leave the recovery time in a stronger position and better able to serve their patrons.

Please see the attached **Minimum Conditions report** for more information on the three public libraries that have not met minimum conditions and are in the recovery period, including:

- Spray Public/School Library: defunct public library, with no intention of reopening
- Emma Humphrey Library in Vale: repeatedly fails to submit a complete statistical report
- Oakridge Public Library: does not have the required 0.5 FTE staffing

Were there any libraries that benefited from the Schools Success Act funding distributed by the Oregon Department of Education?

Public libraries were not directly eligible for these funds but could have partnered with a school district. To our knowledge, none did.

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Are there any matching requirements for federal LSTA funding?

The State Library administers various federal Library Services and Technology Act (LSTA) grants to local libraries through a competitive application process and utilizes LSTA funds to support statewide programs and resources.

There are no match requirements for the local libraries to receive this funding from the State Library. As described above, any public library must meet the minimum conditions to be eligible for both LSTA grants and the General Fund Ready to Read grants.

The federal LSTA program from the Institute of Museum and Library Services (IMLS) does have both match and "maintenance of effort" (MOE) requirements for the state. The State Library must contribute 34 percent of the total LSTA program funding per year from non-federal resources. The non-federal "match" may include contributions from state, local, or other non-Federal entities.

Independent of the match requirement, IMLS's authorizing legislation requires each state to meet "maintenance of effort" (MOE). Under IMLS's MOE provision, the amount otherwise payable to a state for a fiscal year pursuant to an allotment under LSTA shall be reduced if the level of state expenditures for the previous fiscal year is less than the average of the total of such expenditures for the three fiscal years preceding that year.

Thank you,

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Ready to Read Grant Amounts 2024 (FINAL)
State Library of Oregon

Note: A library's service population and square mileage may not match what's used in the annual Public Library Statistics if the library is part of a federated county service/district (e.g. CCRLS, UCSLD, etc.).

Library	County	Population	Children	Sq. miles	Grant
Baker County Library District	Baker	17,148	2,646	3,088.3	$8,655
Corvallis-Benton County Public Library	Benton	86,374	10,766	674.6	$11,776
Canby Public Library	Clackamas	25,350	4,105	60.0	$4,127
Clackamas County Library	Clackamas	32,178	5,211	7.0	$5,093
Estacada Public Library	Clackamas	19,418	3,145	773.2	$4,597
Gladstone Public Library	Clackamas	21,680	3,511	5.0	$3,444
Happy Valley Public Library	Clackamas	61,198	9,911	38.0	$9,700
Lake Oswego Public Library	Clackamas	47,221	7,596	15.1	$7,416
Ledding Library	Clackamas	42,079	6,815	12.0	$6,654
Molalla Public Library	Clackamas	25,691	4,161	404.1	$4,856
Oregon City Public Library	Clackamas	61,540	9,966	110.0	$9,895
Sandy Public Library	Clackamas	33,629	5,446	394.1	$6,080
West Linn Public Library	Clackamas	30,514	4,942	18.0	$4,854
Wilsonville Public Library	Clackamas	31,032	5,048	45.0	$5,010
Astoria Public Library	Clatsop	10,256	1,454	10.2	$1,465
Seaside Public Library	Clatsop	25,294	3,587	1,056.4	$5,580
Warrenton Community Library	Clatsop	6,421	911	17.8	$1,000
Clatskanie Library District	Columbia	6,323	1,021	118.0	$1,257
Rainier City Library	Columbia	1,912	309	5.1	$1,000
Scappoose Public Library	Columbia	12,866	2,077	46.0	$2,138
St. Helens Public Library	Columbia	14,371	2,320	5.8	$2,294
Vernonia Public Library	Columbia	2,412	389	1.7	$1,000
Bandon Public Library	Coos	3,541	512	3.2	$1,000
Coos Bay Public Library	Coos	15,819	2,285	16.1	$2,280
Coos County Library Service District	Coos	25,045	3,618	1,531.8	$6,543
Coquille Public Library	Coos	4,023	581	2.7	$1,000
Dora Public Library	Coos	964	139	243.0	$1,000
Flora M. Laird Memorial Library	Coos	2,479	358	1.6	$1,000
Hazel M. Lewis Library	Coos	757	109	0.7	$1,000
Lakeside Public Library	Coos	1,916	277	2.2	$1,000
North Bend Public Library	Coos	10,568	1,527	5.1	$1,525
Crook County Library	Crook	26,162	4,205	2,987.3	$9,965
Agness Community Library District	Curry	154	17	324.0	$1,000
Chetco Community Public Library	Curry	14,827	1,626	413.0	$2,421
Curry Public Library District	Curry	5,295	581	237.0	$1,065
Langlois Library District	Curry	766	84	136.0	$1,000
Port Orford Public Library	Curry	2,557	280	148.0	$1,000
Deschutes Public Library District	Deschutes	207,561	31,541	3,054.8	$36,543
C. Giles Hunt Memorial Library	Douglas	8,956	1,369	6.6	$1,375

Library	County	Population	Children	Sq. miles	Grant
Lower Umpqua Library District	Douglas	6,433	983	545.7	$2,060
North Douglas Library District	Douglas	2,650	405	195.8	$1,000
Oakland Public Library	Douglas	937	143	0.7	$1,000
Roseburg Public Library	Douglas	23,939	3,659	11.0	$3,600
Winston Public Library	Douglas	5,679	868	2.7	$1,000
Yoncalla Public Library	Douglas	1,032	158	0.7	$1,000
Arlington Public Library*	Gilliam	650	108	2.4	$0
Gilliam County Library	Gilliam	1,406	228	1,219.5	$2,651
Grant County Library	Grant	7,337	1,948	4,529.2	$10,806
Harney County Library	Harney	7,640	1,227	10,226.4	$21,283
Hood River County Library District	Hood River	23,894	4,339	533.1	$5,281
Jackson County Library Services	Jackson	224,013	36,339	2,801.6	$40,688
Jefferson County Library District	Jefferson	21,841	4,204	2,496.5	$9,002
Josephine Community Library District	Josephine	41,875	6,287	136.3	$6,388
Klamath County Library Service District	Klamath	70,848	12,477	6,135.5	$24,143
Lake County Library District	Lake	8,246	1,335	8,358.3	$17,723
Cottage Grove Public Library	Lane	10,729	1,515	3.9	$1,512
Eugene Public Library	Lane	201,494	28,454	179.0	$27,916
Fern Ridge Library District	Lane	14,173	2,001	194.0	$2,355
Junction City Public Library	Lane	7,006	989	3.3	$1,002
Lane Library District	Lane	10,128	1,430	58.0	$1,536
Lowell Public Library	Lane	1,235	174	1.1	$1,000
Oakridge Public Library	Lane	3,224	455	2.1	$1,000
Siuslaw Public Library District	Lane	20,180	2,850	90.0	$2,972
Springfield Public Library	Lane	77,524	10,948	186.0	$10,994
Driftwood Public Library	Lincoln	10,134	1,245	6.0	$1,255
Lincoln County Library District	Lincoln	21,893	2,690	1,169.9	$4,935
Newport Public Library	Lincoln	10,755	1,322	11.0	$1,338
Siletz Public Library	Lincoln	1,247	153	0.6	$1,000
Toledo Public Library	Lincoln	3,650	449	2.3	$1,000
Waldport Public Library	Lincoln	2,349	289	3.1	$1,000
Yachats Public Library*	Lincoln	1,062	130	0.9	$0
Albany Public Library	Linn	57,322	9,359	17.7	$9,127
Brownsville Community Library	Linn	1,811	309	1.3	$1,000
Halsey City Library	Linn	952	162	0.6	$1,000
Harrisburg Public Library	Linn	3,650	623	1.4	$1,000
Lebanon Public Library	Linn	19,662	3,356	6.9	$3,298
Lyons Public Library	Linn	1,208	206	0.9	$1,000
Scio Public Library	Linn	952	162	0.4	$1,000
Sweet Home Public Library	Linn	10,097	1,723	5.8	$1,717
Emma Humphrey Library	Malheur	1,916	401	1.1	$1,000
Nyssa Public Library	Malheur	3,314	694	1.5	$1,000
Ontario Library District	Malheur	26,865	5,629	9,926.9	$24,954
Chemeketa Cooperative Regional Library Service	Marion	187,512	35,497	2,693.4	$39,661
Jefferson Public Library	Marion	3,329	630	0.8	$1,000
Mt. Angel Public Library	Marion	3,441	651	1.1	$1,000

Library	County	Population	Children	Sq. miles	Grant
Salem Public Library	Marion	179,605	33,327	49.2	$32,375
Silver Falls Library District	Marion	20,934	3,963	196.9	$4,258
Stayton Public Library	Marion	8,326	1,576	3.1	$1,569
Woodburn Public Library	Marion	26,468	5,011	6.0	$4,897
Ione Library District	Morrow	837	181	375.0	$1,000
Oregon Trail Library District	Morrow	10,636	2,303	1,040.0	$4,305
Multnomah County Library	Multnomah	807,621	114,851	465.1	$112,057
Dallas Public Library	Polk	17,836	2,983	4.9	$2,933
Independence Public Library	Polk	10,170	1,701	3.3	$1,690
Monmouth Public Library	Polk	11,583	1,937	2.3	$1,917
Willamina Public Library	Polk	2,282	383	1.0	$1,000
Sherman County Public/School Library	Sherman	1,938	319	831.2	$1,977
Tillamook County Library	Tillamook	27,868	4,060	1,332.8	$6,580
Adams Public Library	Umatilla	397	79	0.4	$1,000
Athena Public Library	Umatilla	1,211	242	0.5	$1,000
Echo Public Library	Umatilla	652	130	0.6	$1,000
Helix Public Library	Umatilla	192	38	0.1	$1,000
Hermiston Public Library	Umatilla	19,973	3,997	8.3	$3,921
Milton-Freewater Public Library	Umatilla	7,197	1,440	2.0	$1,436
Pendleton Public Library	Umatilla	16,894	3,381	11.6	$3,332
Pilot Rock Public Library	Umatilla	1,326	265	1.5	$1,000
Stanfield Public Library	Umatilla	2,239	448	1.8	$1,000
Ukiah Public/School Library	Umatilla	316	63	486.0	$1,053
Umatilla County Special Library District	Umatilla	21,672	4,337	2,712.7	$9,555
Umatilla Public Library	Umatilla	7,632	1,527	5.3	$1,526
Weston Public Library	Umatilla	700	140	0.6	$1,000
Elgin Public Library	Union	3,272	540	396.6	$1,338
F. Maxine And Thomas W. Cook Memorial Library	Union	18,926	3,121	997.9	$5,015
North Powder City Library	Union	705	116	172.2	$1,000
Union Carnegie Public Library	Union	3,770	622	471.8	$1,565
Enterprise City Library	Wallowa	2,126	341	1.5	$1,000
Joseph City Library	Wallowa	1,173	188	0.9	$1,000
Wallowa Public Library	Wallowa	809	130	0.6	$1,000
Dufur School/Community Library	Wasco	2,046	350	499.0	$1,356
Southern Wasco County Library	Wasco	2,618	448	940.0	$2,315
The Dalles-Wasco County Library	Wasco	16,202	2,774	6.9	$2,735
Wasco County Library Service District	Wasco	5,929	1,015	199.8	$1,412
Aloha Community Library	Washington	21,612	3,727	3.2	$3,650
Banks Public Library	Washington	6,496	1,120	174.3	$1,464
Beaverton City Library	Washington	147,823	25,491	27.0	$24,752
Cedar Mill Community Library	Washington	81,045	13,976	15.5	$13,589
Cornelius Public Library	Washington	15,905	2,743	10.3	$2,712
Forest Grove City Library	Washington	29,686	5,119	205.1	$5,393
Garden Home Community Library	Washington	5,524	953	1.1	$1,000
Hillsboro Public Library	Washington	157,111	27,093	135.1	$26,513
North Plains Public Library	Washington	5,099	879	84.4	$1,054

Library	County	Population	Children	Sq. miles	Grant
Sherwood Public Library	Washington	24,708	4,261	32.7	$4,224
Tigard Public Library	Washington	65,321	11,264	17.6	$10,970
Tualatin Public Library	Washington	35,608	6,108	15.8	$5,978
West Slope Community Library	Washington	14,266	2,460	3.7	$2,425
Fossil Public Library	Wheeler	440	62	0.8	$1,000
Spray Public/School Library*	Wheeler	440	55	447.4	$0
Amity Public Library	Yamhill	1,810	304	0.6	$1,000
Mary Gilkey Public Library	Yamhill	2,666	448	0.8	$1,000
McMinnville Public Library	Yamhill	34,515	5,800	10.5	$5,670
Newberg Public Library	Yamhill	36,460	6,127	70.3	$6,103
Sheridan Public Library	Yamhill	6,161	1,035	2.0	$1,044
TOTALS		**4,070,308**	**651,010**	**80,273.1**	**$818,463**

Did not apply for a grant in 2024

June 2024
Public Library Minimum Conditions Report

Background

In 2019, the Oregon legislature passed HB 2243 which:

- Updated the legal definition of "public library" to mean "a public agency that provides to all residents of a local government unit free and equal access to library and information services that are suitable for persons of all ages."

- Required the State Library Board to establish minimum conditions that a public library must meet; these conditions must, at least:

    1. Include financial support from public funds and regularly scheduled open hours; and

    2. Provide reasonable exemptions to libraries with service populations of 2,000 or fewer residents of the local government unit. (ORS 357.405)

From July through August 2019, the State Library convened a Rulemaking Advisory Committee that guided the creation of additional minimum conditions. The minimum conditions were broadly based on the "minimum requirements" listed in the Public Library Standards at that time, developed by the Public Library Division of Oregon Library Association.

The final minimum conditions were approved by the State Library Board on October 18, 2019. The minimum conditions became effective on January 1, 2020, as OAR 543-010-0036. Due to the COVID-19 pandemic, the first reporting year when the minimum conditions were applied was 2021-22.

The minimum conditions are described in an online guide. They address levels of public funding, public open hours, collections, computer and Internet, web presence and database access, staffing, policies, abidance to professional library standards, reference and youth services, and whether the library completed an annual statistical report. Libraries are assessed on these conditions based on their responses to the annual Public Library Survey.

A public library that does not meet all the minimum conditions may be placed in a recovery period by this Board, effective July 1 of the year the library was determined to not meet all conditions. At that point, the library has two years to come back into compliance. During those two years, the library is still recognized as a public library under Oregon law and remains eligible for all privileges thereof, including access to grants from the State Library. This period is intended to be an opportunity to rebuild, where State Library staff will work with the library to not only to help bring them into compliance, but also leave the recovery time in a stronger position and better able to serve their patrons.

Libraries that fail to meet the minimum conditions after the two-year recovery period will no longer be officially recognized as public libraries until they come back into compliance. Should that happen the library loses several benefits such as Ready to Read grants, access to Library Services and Technology Act (LSTA) grants, continuing education opportunities, and more.

This statistical reporting period of July 1, 2022, to June 30, 2023, is the second year that the minimum conditions have been in effect.

2022-23 Minimum Conditions Report

Public Library Consultant Darci Hanning analyzed 136 libraries' compliance with the minimum conditions for the 2022-23 statistical year. Nearly all libraries met all the minimum conditions. During the analysis, however, we found that some of our methods of determining compliance – specifically the questions we're asking and how we're asking them – are making it appear that libraries are not meeting minimum conditions when they are. I discuss those areas below.

> *Reference services*
>
> One condition is that libraries "provide basic services for reference and youth services." This year, for the reference part of the requirement, we assessed that by asking libraries if they provide reference services. Four libraries indicated they did not. This number is a lot lower than last year, and based on conversations we've had with those libraries, we feel that it was a misunderstanding. Next year, we will work on the question wording to reduce confusion.
>
> *Links to databases and policies*
>
> Other minimum conditions require libraries to put links to certain items on their websites, including to our State Library-provided electronic resources as well as three key policy documents. In general, libraries entered the correct URLs, although there's still some confusion about the actual requirements. We plan to further refine our review process to assess whether libraries meet this requirement.
>
> We also have a handful of libraries that lack some of the required policies (collection management, circulation, and patron confidentiality). All of them are actively working on creating policies.

All libraries met the remaining conditions other than those noted in the next section. The changes we made based on the 2021-22 reporting year simplified and clarified the process for libraries and Library Support staff.

Aside from the above areas, we have three libraries that did not meet minimum conditions.

Libraries not meeting minimum conditions

There were three libraries this year that did not meet minimum conditions. All are libraries that also did not satisfy the requirements last year.

- *Emma Humphrey Library (Vale, Malheur County)*
  Emma Humphrey Library was put into recovery status by the Board last year. The issues remain unresolved. They stem from the library not submitting a complete statistical report, which is the final requirement of the minimum conditions, despite many staff efforts to assist in the library the process. The failure to submit a complete statistical report mean that they:
    - Reported no operating revenue, not meeting the condition that a library must have at least one-fourth (25%) of its operational support from public funds (for libraries serving a population of 2,000 or less).
    - Reported no Internet computers and devices, not meeting the requirement that a library must offer at least one free public access computer with internet access.

  Library Support staff intend to visit the Emma Humphrey Library this summer or fall to try to talk through these issues with the library in-person and encourage them to submit a complete report.

- *Oakridge Public Library (Lane County)*
  Oakridge Public Library also was put into recovery status last year. The issue also appears to be unresolved.
    - Has less than 0.50 full-time equivalent (FTE) paid staff, not meeting the requirement that a library must dedicate at least 0.50 FTE paid staff time devoted exclusively to library functions (for libraries serving a population of more than 2,000).

- *Spray Public/School Library (Wheeler County)*
  Spray has not been open to the public since 2018, nor have they submitted an annual statistical report in that time. It is essentially defunct as a public library. SLO staff have tried to contact the library several times during this period, and school staff have affirmed this conclusion. There was no change in that status in 2022-23, nor do we expect there to be in the future.

There were two libraries last year that appeared to not meet minimum conditions that either staff planned to follow up with (Halsey City Library) or that the Board granted a temporary waiver (Yachats Public Library). We are happy to report that both libraries satisfied all minimum conditions for the 2022-23 reporting year.

Staff Recommendations

Based on these results, staff feel that no Board actions are required at this time. Emma Humphrey Library, Oakridge Public Library, and Spray Public/School Library were already put into recovery status by the Board last year. Since the underlying reasons for those decisions did not change, the libraries remain in that status. If they do not satisfy the requirements for an additional year (the 2023-24 reporting year), they will lose recognition as public libraries. As noted above, Library Support staff intend to work with Emma Humphrey and Oakridge libraries to try to avoid this outcome. Spray Public/School Library has been defunct long enough, and staff have made enough efforts, that we do not feel further work with them to reopen will be productive.

While there are process improvements to be made, it's clear that the public library minimum conditions are accomplishing what was intended: ensuring that all public libraries offer a basic level of service, access, and transparency.