

# Chemeketa Cooperative Regional Library Service



Community. Literacy. Technology.

P.O. Box 14007, Salem, OR 97309-7070 - Phone: 503.315.4584 – FAX: 503.399.7316

## Library Participation in Chemeketa Cooperative Regional Library Service (CCRLS)

**Contract No: 10196100**

### 1) **Parties to the Agreement**

This Agreement is by and between Chemeketa Community College through its Chemeketa Cooperative Regional Library Service (CCRLS), hereafter known as College, and the City of Salem, Oregon, an Oregon municipal corporation, by and through its Salem Public Library, hereafter known as City.

### 2) **Independent Contractor**

This agreement is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership joint venture or association.

City, its officers, employees, and/or agents are not authorized to act as an agent of College with respects to the fiscal and administrative management responsibilities of College under this agreement.

### 3) **Purpose of Agreement/Consideration**

The purpose of this agreement is to provide for the participation of the library of City in CCRLS, a cooperative of member libraries in the College district, under the terms and conditions set forth herein and as described in detail in Attachment A. Payments under this agreement will be made as described in Attachment A.

### 4) **Term and Termination**

- a) Parties agree that the term of this Agreement shall commence July 1, 2013 and shall continue through June 30, 2018 unless earlier terminated or later extended as provided herein.
- b) This agreement shall be amended yearly to incorporate a revised compensation schedule for the next fiscal year effective July 1.
- c) This agreement may be terminated by mutual consent of the parties at any time.
- d) College may terminate this Agreement effective upon delivery of written notice to City or at such later date as may be established by College under any of the following conditions:
  - i) If funding from federal, state, or other sources is not obtained or continued at levels sufficient to allow for the purchase of the indicated quantity of Work. This Agreement may be modified to accommodate a reduction in funds.

- ii) If federal or state regulations or guidelines are modified, changed, or interpreted in such a way that the Work is no longer allowable or appropriate for purchase under this Agreement or is no longer eligible for the funding proposed for payments authorized by this Agreement.
  - iii) If any license, certificate, or insurance required by law or regulation to be held by City to provide the Work required by this Agreement is for any reason denied, revoked or not renewed.
- e) Either party may terminate this agreement upon the other's material breach of any of its terms, by giving written notice to the party in breach at least 60 days in advance of the effective date of termination. Cure of the breach by the party in breach within the 60-day period shall void the notice of termination.
  - f) This agreement may be terminated by either party without breach by the other upon giving written notice to the other party no later than May 1 of any year. Termination shall be effective at midnight on the following June 30. It is the intent of this paragraph that the parties recognize an obligation of good faith to create and continue a long-term relationship by virtue of this agreement.
  - g) Any such termination of this Agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.
  - h) In the event either party terminates this agreement, COLLEGE shall provide to CITY its current bibliographic, borrower, and circulation records and databases in machine-readable media and format.
  - i) In the event that the CCRLS activities of the COLLEGE should cease and the assets and operations of CCRLS are not assumed by a successor providing equivalent service, then all assets of the CCRLS Automated System shall be transferred to participating cities without charge.

**5) Subcontractors**

City shall identify, and is required to receive prior written approval from College, before the Work begins, of all proposed subcontractors which will provide Work under this Agreement. Although approval shall not be unreasonably withheld, College has the right to approve or disapprove all proposed subcontractors.

**6) Amendments**

The terms of this Agreement shall not be waived, changed or supplemented except by written amendment signed by the parties to this Agreement.

**7) Compliance with Applicable Laws**

- a) The parties agree that both shall comply with all federal, state, and local laws and ordinances applicable to providing the Work including but not limited (i) Title VI of Civil Rights Act of 1964; (ii) Title V and Section 504 of the Rehabilitation Act of 1973, the ADA of 1990 (United States Code, Title 42, Chapter 126, Sub-Chapters I - IV and Title 47, Chapter 5, Sub-Chapters II and VI), ORS 659A.142 and ORS 659A.400 through ORS

659A.409 and maintain the confidence of student educational records in accordance with FERPA, 20 U.S.C. § 1232g; 34 C.F.R. Part 99, OAR 581-021-0220 through 581-021-0440 and OAR 589-004-0100 through 589-004-0750.

- b) This Agreement shall be administered and construed under the laws of the State of Oregon. The venue for any action related to this Agreement shall be in the Circuit Court for the County of Marion, Oregon.

**8) Compliance with College Policies**

The College retains the right to stop any activity and/or to require dismissal from the job site of any worker whose behavior does not comply, or gives the College reasonable suspicion to believe the worker's behavior does not comply, with pertinent Chemeketa Community College policy(ies), including but not limited to providing a respectful workplace, a harassment free workplace, and a drug and alcohol free workplace, or the activity is deemed hazardous to members of a user group, the public, or College facilities.

**9) Hold Harmless and Indemnification**

Subject to the limitations of Article XI, § 7 of the Oregon Constitution and the Oregon Tort Claims Act (ORS 30.260 through 30.300), each party shall indemnify, within the limits of and subject to the restrictions in the Tort Claims Act, the other against any liability for personal injury or damage to life or property arising from its negligent activity under this Agreement provided, however, that each party shall not be required to indemnify the other for any such liability arising out of the wrongful acts, including but not limited to, to a person's malfeasance in office, willful or wanton neglect of duty, or actions outside the course and scope of his or her official duties.

**10) Insurance Requirements**

The parties shall insure, or self-insure, and be independently responsible for the risk of its own liability for claims within the scope of the Oregon Tort Claims Act (ORS 30.260 through 30.300).

**11) Access to Records**

The parties, the Secretary of State's Office of the state of Oregon and their duly authorized representatives shall have access to the books, documents, papers, and records of the parties which are directly pertinent to this specific Agreement for the purpose of making audit, examination, excerpts and transcripts.

**12) Ownership of Work Products**

All Work Product created by College pursuant to this Contract, including derivative works and compilations, and whether or not such Work Product is considered a "work made for hire" or an employment to invent, shall be the exclusive property of the CITY. The College and CITY agree that such original works of authorship are "work made for hire" of which the College is the author within the meaning of the United States Copyright Act. If for any reason the original Work Product created pursuant to this Contract is not "work made for hire," College hereby irrevocably assigns to the College any and all of its rights, title, and interest in all original Work Product created pursuant to this Contract, whether arising from copyright, patent, trademark, trade secret, or any other state or federal intellectual property law or doctrine. Upon the CITY's

reasonable request, College shall execute such further documents and instruments necessary to fully vest such rights in the CITY. College forever waives any and all rights relating to original Work Product created pursuant to this Contract, including without limitation, any and all rights arising under 17 USC §106A or any other rights of identification of authorship or rights of approval, restriction or limitation on use or subsequent modifications.

**13) Data Security and Privacy**

- a) The parties agree that all circulation data, which would in any way identify a particular library user or the materials borrowed by any user, are confidential and exempt from disclosure under the Oregon Public Records Law. Each party shall refuse disclosure of any and all such data unless ordered by the by a valid subpoena or court order. The parties shall maintain the confidentiality of patron records as required by the Oregon Consumer Identity Theft Protection Act (ORS 646A.600 through 646A.628).
- b) In order to satisfy the Communications Assistance for Law Enforcement Act (CALEA) requirements, CITY will take reasonable agreed upon measures to identify internet users accessing the internet over the CCRLS network.

**14) Merger Clause**

Parties concur and agree that this Agreement constitutes the entire Agreement between the parties. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. Parties, by the signatures below of their authorized representatives, hereby agree to be bound by its terms and conditions.

**15) Force Majeure**

Neither City nor College shall be held responsible for delay or default caused by fire, riot, acts of God, and/or war which was beyond either party's reasonable control.

**16) Assignment**

City shall not assign or transfer its interest in this Agreement without the express written consent of College.

**17) Notices**

Any notice required to be given the College or Agency under this Agreement shall be sufficient if given, in writing, by first class mail or in person as follows:

**College**

**City**

JOHN M. GOODYEAR,  
EXECUTIVE DIRECTOR  
CHEMEKETA COOPERATIVE  
REGIONAL LIBRARY SERVICE

LINDA NORRIS, CITY MANAGER

With an electronic copy to  
pcservices@chemeketa.edu

CHEMEKETA COMMUNITY COLLEGE  
PO BOX 14007  
4000 LANCASTER DR NE  
SALEM, OR 97309-7070

CITY OF SALEM  
555 LIBERTY STREET SE  
SALEM, OR 97301

**18) Contact Persons**

**College**

**City**

JOHN M. GOODYEAR,  
EXECUTIVE DIRECTOR  
CHEMEKETA COMMUNITY COLLEGE  
PO BOX 14007  
4000 LANCASTER DR NE  
SALEM, OR 97309-7070  
Phone: 503-399-5014, Fax: 503-399-5038  
Email: jgoodyear@ccrls.org

B.J. TOEWE, LIBRARY ADMINISTRATOR  
SALEM PUBLIC LIBRARY  
PO BOX 14810  
SALEM, OR 97309  
Phone: 503-588-6084, Fax: 503-588-6055  
Email: bjtoewe@cityofsalem.net

## Signatures

This Agreement and any changes, alterations or amendments will be effective when approved in writing by the authorized representative of the parties hereto as of the effective date set forth herein.

In witness whereof, the parties hereto have caused this Agreement to be executed on the date set forth below.

College

City

Rebecca L. Hillyer 7/23/13  
(Signature) (Date)

Julie Huckestein, VP/CFO or  
Rebecca L. Hillyer, Director – Legal Resources

Linda Norris 7/24/2013  
(Signature) (Date)

Linda Norris, City Manager

John M. Goodyear 5/29/13  
(Signature) (Date)

John M. Goodyear, Executive Director, CCRLS

APPROVED:

B.J. Toewe 7.11.13  
(Signature) (Date)

B.J. Toewe, Library Administrator

Revised 5.27.13

### Attachments:

- A – Statement of Work/Consideration
- A.1 – Compensation Schedule
- B. – Council Member Listing

# 10196100 Attachment A

## Statement of Work/Consideration

### 1) Statement of Work

#### a) Under this agreement City shall:

- 1) Provide at least the basic level of service to nonresidents within the COLLEGE District. Basic level of service is defined as one checkout and one hold per person at a time, utilizing individual rather than household cards.
- 2) Provide free borrowing privileges to card holding residents/patrons of other participating CCRLS cities (including Silver Falls District) and all currently registered College students who present a valid library card.
- 3) Ensure that in no case shall card-holding residents of the CCRLS district receive less than the basic level of service from City.
- 4) City may, at its sole option, elect to provide services to persons incarcerated in county, state, or federal jail or prison facilities. CITY may, at its sole option, elect not to allow its owned materials to be circulated to such facilities.
- 5) Notify each current non-resident cardholder within its geographic zone at least 30 days prior to instituting a fee for service above the basic level. No advance notification is necessary for fee increases.
- 6) Provide reference and information services to patrons of the participating libraries of the CCRLS District in cooperation with COLLEGE and other participating libraries.
- 7) Provide for the regular participation of the library director in meetings of the Polk, Yamhill and Marion Library Association (PYM) and as may be necessary in meetings of the CCRLS Advisory Council. Regular participation shall be defined as attendance by the library director at each meeting, unless excused. City library director's attendance at the September meeting of the PYM Association is highly encouraged. Library directors will have private secure email for communicating confidential CCRLS information. Directors will provide a chain of command to allow coverage in their absence.
- 8) Provide for the regular participation of library staff at training events provided by COLLEGE.
- 9) Assume full responsibility for the accuracy of data at its entry into the automation system database, and for updating that data accurately to reflect the proper links to the material in its library. Such data includes, but is not limited to Barcode number, library location, volume number, call number, copy number, type of material, status, etc.
- 10) Take reasonable measures to protect equipment in City's possession from abuse, theft, and misuse, City shall, while in possession of the computer system hardware, including peripheral devices, repair or replace as necessary any such items which are lost, physically damaged, or destroyed as a result of fire, theft, vandalism or other sudden and unforeseen occurrence which would be a peril insurable under a standard form electronic data processing property insurance policy; provided that City shall have no obligation under this paragraph with respect to loss resulting from defect in the computer system itself, or from the acts of vandals gaining access to the computer system programs. Or data accessed externally and not by the application of physical force to the tangible components of the system; and, provided further, that the City shall not be liable under this Agreement for any consequential damages incident to any loss under this section.

- 11) Prepare, provide, and maintain the furniture and physical location for installation of automated system terminals and equipment in its library. This responsibility includes cable installation, electrical power, and environment, all meeting manufacturer and vendor specifications.
- 12) City may purchase equipment and software to expand and enhance its own operations; provided that such equipment and software is acceptable to CCRLS as compatible with the automated system. CCRLS shall not be responsible for maintenance of CITY equipment, but will configure and ensure CCRLS network connectivity. CITY shall not connect or install any such equipment or software without the review and written approval of CCRLS after at least 90 days prior to notice by CITY. To facilitate this approval it is recommended that CITY include CCRLS in the examination and selection process. CCRLS cannot be responsible for making equipment and software work if this process is not followed. Any computer device connected to the CCRLS network must have approved anti-virus security software and a current, secure Operating System. CITY will not alter COLLEGE network or workstation equipment within their building without communication or direction from CCRLS.
- 13) Provide library staff possessing minimum level of technical ability and skill, with available phone access, to provide an onsite interface with CCRLS technical staff.



b) Under this agreement College shall:

1) Provide for the fiscal and administrative management of the CCRLS

a. Maintain the following:

1. The Chemeketa Cooperative Regional Library Advisory Council hereinafter referred to as the CCRLS Advisory Council, through which recommendations on policies of the Service can be expressed. The present membership of the CCRLS Advisory Council is attached as Attachment B.
2. An ongoing liaison with Polk, Yamhill and Marion Library Association (PYM) (or their executive committee) through which recommendations on procedures and their implementation can be expressed.

b. Provide operation and maintenance of the CCRLS Automated System and related databases, including:

1. Maintain bibliographic, circulation, and borrower data in an automated database management system. Design, applications, enhancements of, and major changes of operation to the automated system database management system shall be subject to review by the PYM Technology Committee.
2. Manage the CCRLS automated system under the terms of this agreement and other applicable agreements with vendors and participating library so that CITY has access to its bibliographic, circulation, and borrower records during library business hours, and at other times as agreed upon between the City Library Director and the CCRLS Executive Director. The management responsibility for the automated system includes the obligation of CCRLS to monitor and evaluate entries for new materials and retrospective conversion of cataloging of old materials in order to maintain the highest quality bibliographic MARC database.
3. Acquire and provide for effective maintenance and support of all present and future central and remote automated system equipment at its own expense; and provide for secure installation and housing for automated system except such automated system equipment as is acquired by CITY for installation at its library, or as otherwise provided in Attachment A 1) Statement of Work a) 13) of this agreement.
4. Coordinate and assume cost for installation of telecommunications equipment and lines at CITY's central and branch libraries for use with automated system. Parties agree that COLLEGE does not control, and therefore cannot warrant, the telecommunication networks used to communicate data from a remote site, nor does this agreement cover maintenance of telecommunication lines.
5. Acquire and furnish to CITY, at COLLEGE's direct cost, certain necessary supplies, such as utilities, report forms, reserve notices, bar codes, overdue notices, magnetic tapes, and other supplies except printer paper, cartridges and toner which may be required to provide the services of automated system to CITY.

6. Provide through CCRLS, at City request, specialized reports not regularly generated by automation system. City shall reimburse COLLEGE for the cost of providing such special reports.
7. Coordinate all service, support, equipment purchases and maintenance necessary to the proper operation of automated system and enforce rules and standards for use of automated system by participating libraries. CITY shall enter, retrieve, modify, and delete data in and from automated system in accordance with those rules and standards.
8. Maintain agreements for hardware maintenance and software support with Innovative Interfaces, Inc. (or any subsequent provider of library automation service(s)) CCRLS shall provide reasonable approved maintenance and support for automated system hardware and software not provided by Innovative Interfaces, Inc. CCRLS shall provide reasonable prior notice to CITY when system operation must be suspended for operational or maintenance requirements. CCRLS shall exercise its best efforts to schedule such periods of suspension during hours when CITY's libraries are closed. Except for suspension of operation for necessary system maintenance or because security of the CCRLS automated system database or software is compromised or damaged, CCRLS shall not "lock out" CITY terminals from automated system.
9. Provide, through CCRLS, one or more dedicated telephone lines to serve the system, and related telecommunication equipment as provided in the agreement with the vendor for the automation system, and pay all related installation, acquisition, maintenance, and use cost.
10. Except for equipment and software purchased by CITY under Attachment A 1) Statement of Work a) 13), all automated system hardware, software, and other capital equipment shall remain the property of COLLEGE, and CITY shall have no claim thereto other than the right to use thereof under this AGREEMENT.
11. Regularly backup CCRLS automated system data and store the media containing such backup in a secure facility. In the event of system malfunction or loss of data, CCRLS shall promptly restore the most recently backed up data to the system once it is again functioning. No liability is assumed by CCRLS if the automated system experiences down time or loss of data which cannot be recovered.
12. Provide training for at least one CITY staff person at any time the automated system operating systems or procedures are changed, enhanced, or otherwise revised. CCRLS shall provide up-to-date user manuals for CITY's staff. All other training of CITY staff shall be the responsibility of CITY. CITY shall designate one staff position responsible for coordinating training and operations matters with the CCRLS staff person responsible for automation system operations.
13. Provide and maintain appropriate space for the central computer facility serving CCRLS automated system.

14. Provide for general maintenance and utilities to support the CCRLS automated system. This obligation includes janitorial service, maintenance painting as necessary, structural repairs, lighting and electrical system maintenance, and HVAC maintenance.
15. While in possession of the computer system hardware, including peripheral devices, repair or replace as necessary any such items which are lost, physically damaged, or destroyed as a result of fire, theft, vandalism, or other sudden and unforeseen occurrence which would be a peril insurable under a standard form electronic data processing property insurance policy; provided that CITY shall have no obligation under this paragraph with the acts of vandals gaining access to the computer system, programs, or data tangible components of the system; and, provided further, that CITY shall not be liable under this agreement for any consequential damages incident to any loss covered under this section.
16. Provide personnel for the operation of the system. "Operation" includes: use of supplied software to generate reports, notices, lists, and similar documents and files; preparation and sending of overdue notices, hold notices, reports, billings, and other specified documents produced for routine system operation by the vendor(s) of the system and its installation, maintenance, or support of software, or the maintenance, repair or replacement of hardware or firmware.
17. Through its governing board, retain final authority over the policies and decisions relating to budget, operating procedures, system design, participation by other libraries, and other like issues of a general policy nature affecting their operation of CCRLS and automated system. The board, however, shall not take such actions without the recommendation of the CCRLS Advisory Council.
18. In serving card-holding CCRLS district nonresident patrons, abide by each CITY's rules and procedures regarding borrowing privileges. In no case shall card-holding residents of the CCRLS district receive less than the basic level of service from COLLEGE.
19. Provide a monthly accounting and quarterly reporting of expenditures under this program to the CCRLS Advisory Council.
20. Reimburse CITY for library materials borrowed by non-residents under this AGREEMENT and not returned by the borrowers within six months of due date. CITY hereby transfers and assigns all interests in such materials, and all rights to unpaid overdue fines and replacement charges with respect thereto.
21. Provide regular courier service between the participating libraries.
22. COLLEGE may coordinate group purchasing of CCRLS related equipment, software or non-essential supplies, as needed, to assist CITY and other participants. Charges for purchased supplies, equipment, services, maintenance contracts, delivery charges, postage, etc. will be billed to CITY at direct cost and payable to COLLEGE.

c. Electronic Payments for Fines, Lost Book Charges, or Other Charges

1. Through CCRLS, collect and process electronic payments for fines, lost book charges, or other charges owed to CCRLS member libraries.
2. Process charges that are paid only through the shared library automation system operated by COLLEGE (currently Innovative Millennium).
3. College shall not be financially responsible to refund corrected charges to a library patron. Any dispute of charges is the responsibility of CITY to resolve with the patron. Deductions from the merchant banking account will be deducted from the next regular payment to the associated CITY library.
4. Compile and calculate charges on a monthly basis. However, payment to CITY will be made on a quarterly basis. In the event the amount due to CITY is less than \$15, the payment may be held for the next quarterly payment.
5. Make payment to CITY in the amount paid on their behalf, minus merchant services for the period. Associated fees will be distributed on a pro-rata basis to each library based on the percentage of total funds collected that month and total fees that month.
6. College shall be credited payments for unidentified charges, or for items which COLLEGE has previously reimbursed CITY
7. College shall acknowledge responsibility only for the amount of any correction without penalty.

2) Consideration

- a) CITY will be compensated by COLLEGE in the amount shown in Attachment A1 – Compensation Schedule for the CITY for providing nonresident library service for the residents of the COLLEGE District. Payments shall be made in four equal installments at the end of each quarter as provided herein.
- b) The COLLEGE shall pay the CITY for each net loan provided, i.e., the difference between the number of CITY items loaned to and checked out in another library and the number of items owned by other libraries borrowed and checked out by the CITY library. Tabulation of net loans shall be provided by the CCRLS automated integrated library system. Each net loan shall be paid in the amount shown in Attachment A1. Payments shall be made quarterly as provided herein.
- c) Payments issued under this Agreement, either for full or partial payment, shall reference the College contract number written herein.
- d) The COLLEGE shall pay the CITY a Interlibrary Loan Service Fee on December 15 of each year. The service fee shall be included in the CCRLS budget as an amount sufficient to defray CITY's costs incurred in providing the Interlibrary Loan Referrals pursuant to Attachment A, 1) a) 7). The Interlibrary Loan Referrals fee for each year of this Agreement shall be as found in Attachment A1, the total amount of which is due on or before December 15 of each year.

**ATTACHMENT A1**  
**COMPENSATION SCHEDULE**  
**FY 2013-14**  
**City of Salem**

**Non-Resident Library Service Fee**

Library	Amount	Quarterly Payment
Amity Public Library	\$6,644	\$1,661
Chemeketa Community College	\$13,314	\$3,328
Dallas Public Library	\$62,155	\$15,539
Dayton – Mary Gilkey Public Library	\$5,637	\$1,409
Independence Public Library	\$51,721	\$12,930
Jefferson Public Library	\$12,113	\$3,028
Lyons Public Library	\$15,239	\$3,810
Mt. Angel Public Library	\$14,099	\$3,525
McMinnville Public Library	\$132,465	\$33,116
Monmouth Public Library	\$73,451	\$18,363
Newberg Public Library	\$60,356	\$15,089
Salem/W Salem Public Library	<u>\$534,295</u>	\$133,574
Sheridan Public Library	\$12,991	\$3,248
Silver Falls Library District	\$59,698	\$14,924
Stayton Public Library	\$78,783	\$19,696
Wagner (Falls City) Library	\$2,802	\$701
Willamina Public Library	\$14,976	\$3,744
Woodburn Public Library	\$68,429	\$17,107

**Net Loan Payment**

The net loan payment rate for fiscal year 2013-14 shall be \$1.50 per item.

**Interlibrary Loan Referrals Service Fee**

The Interlibrary Loan Referrals payment to the City of Salem for fiscal year 2013-14 shall be \$18,700.

\$29,000

## ATTACHMENT B

### CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE FY 2013-14 Council Members

#### **Natalie Beach**

Chemeketa Community College Representative  
4000 Lancaster Drive NE/PO Box 14007  
Salem, OR 97309-7070  
503.399.5105 (w) 503.399.5214 (fax)  
natalie.beach@chemeketa.edu

#### **Bob LeRoy, Chair**

Marion County Lay Member  
2000 Farmer Road SE  
Jefferson, OR 97352  
503.370.4278 (h)  
lerbroy@gmail.com  
♦Term expires: 6/30/14

#### **John Hunter**

Medium Library Representative  
Woodburn Public Library  
280 Garfield Street  
Woodburn, OR 97071  
503.982.5262 (w) 503.982.5258 (fax)  
john.hunter@ci.woodburn.or.us  
♦Term expires: 6/30/14

#### **Leah Griffith**

PYM Chair Representative  
Newberg Public Library  
503 East Hancock Street  
Newberg, OR 97132  
503.537.1256 (w) 503.538.1920 (fax)  
leah.griffith@newbergoregon.gov  
♦Term expires: 6/30/14

#### **Scott McClure**

City Manager Representative  
City of Monmouth  
151 Main Street W  
Monmouth, OR 97361  
503.751.0145 (w)  
smcclure@ci.monmouth.or.us

#### **To Be Determined**

Yamhill County Lay Member  
♦Term expires: 6/30/16

#### **To Be Determined**

Rural Lay Member  
♦Term expires: 6/30/16

#### **Penny Toepel**

Small Library Representative  
Sheridan Public Library  
142 NW Yamhill Street  
Sheridan, OR 97378  
503.843.3420 (w) 503.843.2561 (fax)  
pennyt@ccrls.org  
♦Term expires: 6/30/14

#### **B. J. Toewe**

Large Library Representative  
Salem Public Library  
555 Liberty Street SE  
Salem, OR 97301  
503.588.6084 (w) 503.588.6397 (fax)  
bjtoewe@cityofsalem.net

#### **Walter Perry Vice Chair/Chair Elect**

Polk County Lay Member  
23505 Gooseneck Creek Rd.  
Sheridan, OR 97378  
503.851.9604 (h)  
walterperry3@gmail.com  
♦Term expires: 6/30/15

#### **Ex Officio Members**

##### **Nancy Boyer**

Mid-Willamette Council of Governments  
105 High Street SE  
Salem, OR 97301-3667  
503.588.6177 (w) 503.588.6094 (fax)  
nboyer@mwvcog.org

##### **John Goodyear**

Chemeketa Cooperative Regional Library Service  
4000 Lancaster Drive NE/PO Box 14007  
Salem, OR 97309-7070  
503.315.4584 (w) 503.399.7316 (fax)  
jgoodyear@ccrls.org

#### **Recording Secretary**

##### **Kelly Robinson**

Chemeketa Cooperative Regional Library Service  
4000 Lancaster Drive NE/PO Box 14007  
Salem, OR 97309-7070  
503.399.5165 (w) 503.399.7316 (fax)  
krobinson@ccrls.org