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Mayor Keith Wagoner
City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

April 5, 2016

Dear Mayor Wagoner,

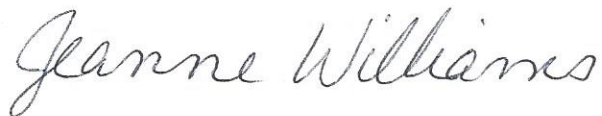
Thank you for sharing your proposed "Library Partnership Concept" dated January 21, 2016 (the "Proposal") with the Board of Trustees (the "Board") of the Central Skagit Library District (the "Library District"). As you know, the Board has reviewed the proposal and, through counsel, made preliminary inquiries as to some of its provisions. Following consideration of those responses, the Board authorized a team consisting of Board member Lynn Torset, Dan Gottlieb, counsel, and myself to meet with the appropriate City representatives to discuss a library services agreement between the Library District and the City using the Proposal as a starting point for those discussions. To further that process, the Board would like to present to you the following summary of its views pertaining to the core tenets of the Proposal:

- The Library District will operate the library pursuant to a multi-year agreement. The Board would prefer an initial term of no more than 5 years or less, with an automatic renewals unless terminated by either party with at least a year's advance notice.
- The City will issue councilmanic bonds to acquire and renovate or purpose-build a new facility for the library.
- The size of the new library facility will be dependent upon needs of the community served and cost, to be agreed upon by both parties.
- Parity in annual economic commitment: each year, the City will pay the Library District an amount equal to the Library District's actual millage rate multiplied by the City's assessed valuation, subject to a credit for the City's annual debt service payment on the library facility bonds. The Board will have full authority to use such funds for any Library District purposes.
- The Library District will maintain the major repair reserve fund of approximately \$200,000.
- The City will provide routine maintenance on the facility above and beyond the economic commitment.
- Existing City staff will be retained by the Library District with the understanding that all Library District staff will be subject to periodic performance reviews.
- Viable furniture, fixtures, equipment and collection materials will be transferred to the Library District for use in the new facility.

- The new library facility will be branded as the Sedro-Woolley Central Skagit Library.
- The Board has amended its bylaws to include trustees who live anywhere in the Sedro-Woolley School District, including the municipalities therein. This paves the way for City citizen representation on the Board.
- The Board will meet with the City Council at least annually to report on the activities of the library, to discuss plans for the following year, and review the contract terms if necessary. The Director of the Library District will be expected to keep open communication with City officials on an ongoing basis.
- The contract shall include detailed provisions to address events such as: annexation, termination of contract (mutual or breach) and dissolution of the Library District.

The Library District team looks forward to discussing these matters with the City. Please contact me at your earliest convenience to set up a meeting.

Thank you,



Jeanne Williams
Director
Central Skagit Library
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