



**ROSEBURG LIBRARY COMMISSION AGENDA  
TUESDAY, June 21, 2022**

*ajd*

**4:00 P.M. Regular Meeting**  
**Hybrid Meeting – In Person at Roseburg Public Library and Electronic**  
**Public Access: Facebook Live at [www.Facebook.com/CityofRoseburg](http://www.Facebook.com/CityofRoseburg)**

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**NOTE: IT IS UP TO EACH OF YOU AS COMMISSIONERS TO CALL 541-492-7051 AND LET STAFF KNOW BEFORE THE DAY OF THE MEETING IF YOU WILL NOT BE ATTENDING. THANK YOU.**

**I. CALL TO ORDER**

**II. ROLL CALL:**

Chair: Andrea Zielinski

Commissioners: Marcy Tassano  
Theresa Lundy

Mandy Elder  
Kelly Peter

Francesca Guyer  
Juliet Rutter

**III. APPROVAL OF MINUTES**

A. May 17, 2022

**AUDIENCE PARTICIPATION** – Comments can be provided via email to the Commission at [kwiley@cityofroseburg.org](mailto:kwiley@cityofroseburg.org) or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg, prior to **1:00 p.m. on Tuesday, June 21, 2022**. Comments must include the person's name and address for the record. The Commission reserves the right to delay any action requested until they are fully informed on the matter.

**IV. BUSINESS FROM THE COMMISSION**

**V. NEXT MEETING DATE:** July 19, 2022

**VI. INFORMATIONAL**

- A. Douglas Community Library Association Funding Memo
- B. Monthly Statistics
- C. Programming
- D. Summer Reading Program
- E. Grants Update

**VII. ADJOURNMENT**

**\*\*\* AMERICANS WITH DISABILITIES ACT NOTICE \*\*\***

Please contact the Office of the City Recorder, Roseburg City Hall, 900 SE Douglas Avenue, Roseburg, OR 97470-3397 (Phone 541-492-6700) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**CITY OF ROSEBURG  
LIBRARY COMMISSION MEETING MINUTES  
May 17, 2022**

**CALL TO ORDER:**

Commissioner Elder called the regular meeting of the Roseburg Library Commission to order at 4:02 p.m. on May 17, 2022, electronically via Zoom in Roseburg, Oregon.

**ROLL CALL:**

Present: Chair Andrea Zielinski (4:06 p.m.) and Commissioners Marcy Tassano, Juliet Rutter, Mandy Elder and Theresa Lundy

Absent: Commissioners Kelly Peter and Francesca Guyer

Attending Staff: Library Director Kris Wiley, Assistant City Manager/City Recorder Amy Sowa and Management Staff Assistant Autumn David

Others Present: None

**APPROVAL OF MINUTES:**

Commissioner Tassano moved to approve the April 19, 2022, minutes. The motion was seconded by Commissioner Rutter and approved with the following vote: Commissioners Tassano, Rutter, Elder and Lundy voted yes. No one voted no.

**BUSINESS FROM THE COMMISSION:**

Commissioner Tassano reported the Friends of the Library partnered with Roseburg Grocery Outlet to “round up” sales to the nearest dollar to support Dolly Parton’s Imagination Library. A table with brochures and information about the program is set up at the front of the store. The Friends of the Library will receive a report at the end of May with total donations and will share those statistics with the Commission.

The Friends of the Library quarterly book sale will be held the first weekend in June in the Ford Room at the library. This will be a better book sale; inventory will include newer edition books and older editions that are in excellent condition. They will also have a bargain table with \$.50 books. Commissioner Tassano added that volunteers are needed to help with setup on Thursday, June 2; all volunteers receive two free books.

The Friends of the Library donated over \$2500 to the library through fundraisers the first quarter of the year. Donations and book sales have picked up; funds raised in the first quarter of this year were nearly as much as they raised the entire year prior.

**NEXT MEETING DATE:**

Tuesday, June 21, 2022, at 4:00 p.m. Director Wiley stated this will be a hybrid meeting, and people can attend in person or through Zoom. The meeting will be streamed on Facebook Live. The City has purchased technology that makes this possible for smaller meetings.

**INFORMATIONAL:**

**Monthly Statistics**

Director Wiley presented the monthly statistics. She stated that statistics remained consistent between March and April, and she anticipates similar numbers in May before an increase in June corresponding to the Summer Reading Program.

**Programming**

Director Wiley reported the library will restart Silent Book Group at 6:30 p.m. this Thursday at the Stewart Park Butterfly Garden. AmeriCorps member Lydia Rathe will moderate a program on sustainable outdoor enjoyment with a nonprofit called Leave No Trace at 6:30 p.m. on Thursday, May 26 on Facebook Live.

Director Wiley asked Commission members to consider participating in the Chicax Literature Series, which begins June 9. The project scholar is Dr. Alma Rosa Alvarez of Southern Oregon University, and it is made possible by a grant from the American Library Association and National Endowment for the Humanities. Packets for the first meeting are available at the library, and a library card is not required to participate.

Programs for youth are on pause in May as staff makes final preparations for the Summer Reading Program.

The online book group will meet the last Tuesday in May. Beginning in June, the group will start to meet on the second Tuesday of each month. Questions about the book groups can be sent to Director Wiley at [kwiley@cityofroseburg.org](mailto:kwiley@cityofroseburg.org) or by calling 541-492-7051.

**Summer Reading Program**

Director Wiley stated the Summer Reading Program begins June 1 and concludes August 20. The adult program consists of a reading log with prompts. Readers do not have to complete the entire log; rather, for every prompt they complete, their name will be entered into a random drawing for prizes. The grand prizes are two \$100 gift cards to Sherm's.

Adults also will be encouraged to participate in a weekly activity that will be incentivized with gift cards to local businesses.

The youth program is based on the number of hours read or read to, and participants will submit logs for prizes at the seven-, 14- and 21-hour marks. Those who complete all 21 hours will be eligible for a Y Flicker scooter; the library is giving away three.

The book review raffle returns, and participants are encouraged to write or draw about a book they read or were read to for a chance to win prizes that are displayed in the lobby case.

In-person programs return with storytime with Aurora, Spanish storytime with Julia, children's activities, family time, teen programs, and Harry Potter Day. Library staff will sponsor the pre-movie entertainment at Movies in the Park at the Half Shell on Friday, June 10, and Friday, June 17.

The StoryWalk® will return to the Roseburg parks system, and grab-and-go craft kits will be available while supplies last at the library every Tuesday beginning June 7.

Library staff also plans to follow Lunchbox Express on Mondays to stops throughout the community, and staff is finalizing plans to provide outreach at several schools during their summer sessions. Contributions from the Douglas County Cultural Coalition, the Roundhouse Foundation, the State Library of Oregon and Friends of the Roseburg Public Library make the program possible.

Director Wiley noted the library events calendar is up to date and includes the different locations for the StoryWalk®. She encouraged everyone to check it out by going to the library's website at [www.roseburgpubliclibrary.org](http://www.roseburgpubliclibrary.org) and clicking on "Events Calendar."

### **Staffing Update**

Director Wiley reported Ashley Swearingen joined the staff as a Library Aide, and the library is now fully staffed. The library is recruiting for a United Communities AmeriCorps member to join the staff in September.

### **Grants Update**

Director Wiley reported the library submitted a grant for \$17,500 to the Oregon Association of Education Service Districts (OAESD) to support summer learning. This is state funding managed by OAESD. It is this year's version of the Oregon Community Foundation grant the library received last year to purchase the minivan and other items.

Director Wiley added that library staff will be at Green Elementary School this Friday for their Family Night and Summer Resource Fair. They will have laptops available to sign up students for library cards and will promote the Summer Reading Program.

Librarian Ropp has been in touch with Mercy about participating in the Costco Mercy Safety Day for Kids in July. The library participated in 2019; the program is resuming this year after being on hold for 2020 and 2021.

In response to Chair Zielinski, Director Wiley stated the library has not had a booth at the Douglas County Fair, particularly because of staffing issues. Commissioner Rutter suggested the library partner with another organization that will already have a booth at the fair. Director Wiley will research options for sharing a booth with another literacy-focused organization, such as the Douglas Education Service District. Commissioner Tassano suggested using the same concept for the Arts Festival; the library would not necessarily need a booth but could collaborate with another organization to share space.

### **ADJOURNMENT:**

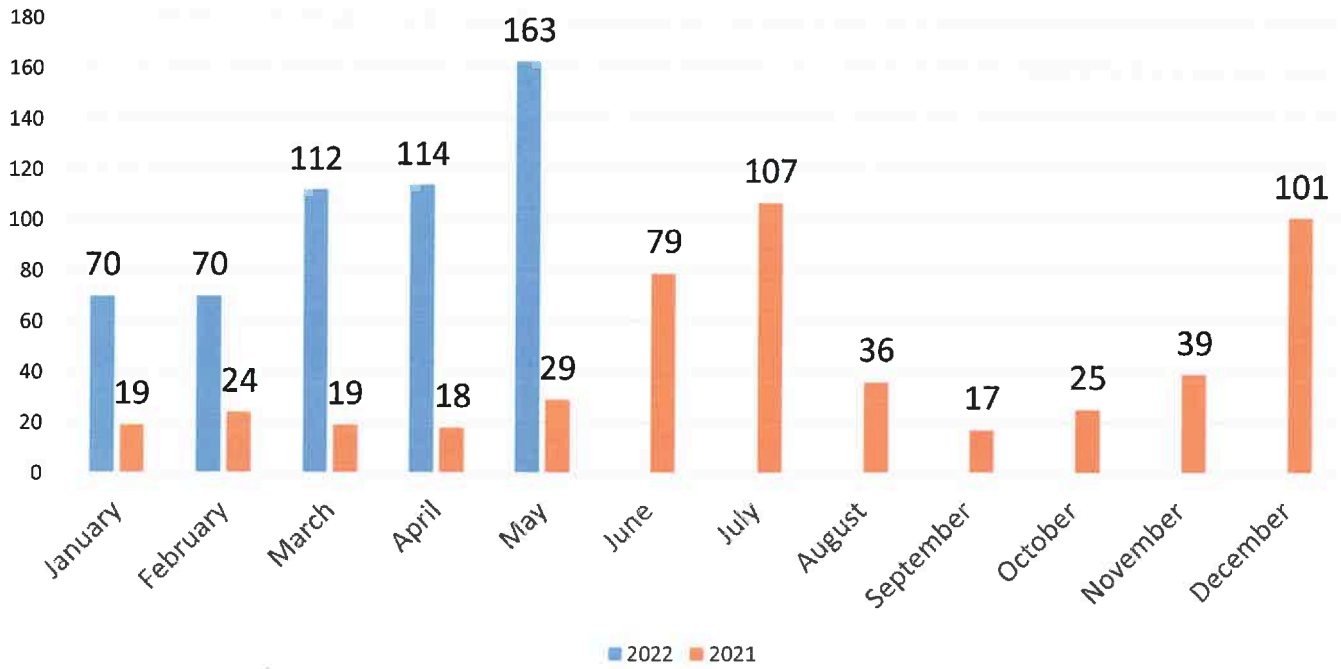
The meeting adjourned at 4:27 p.m. The next meeting is scheduled for Tuesday, June 21, 2022, at 4:00 p.m.

Respectfully submitted,

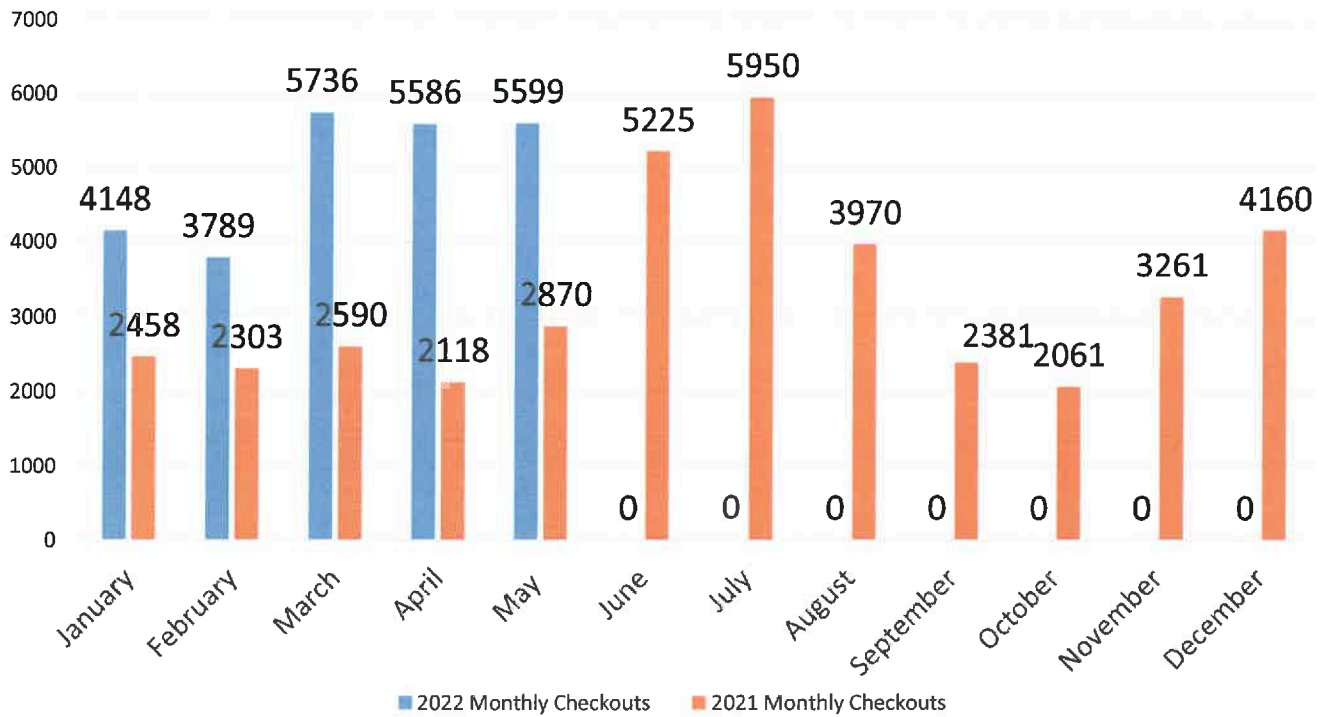
*Autumn David*

Autumn David, Management Staff Assistant

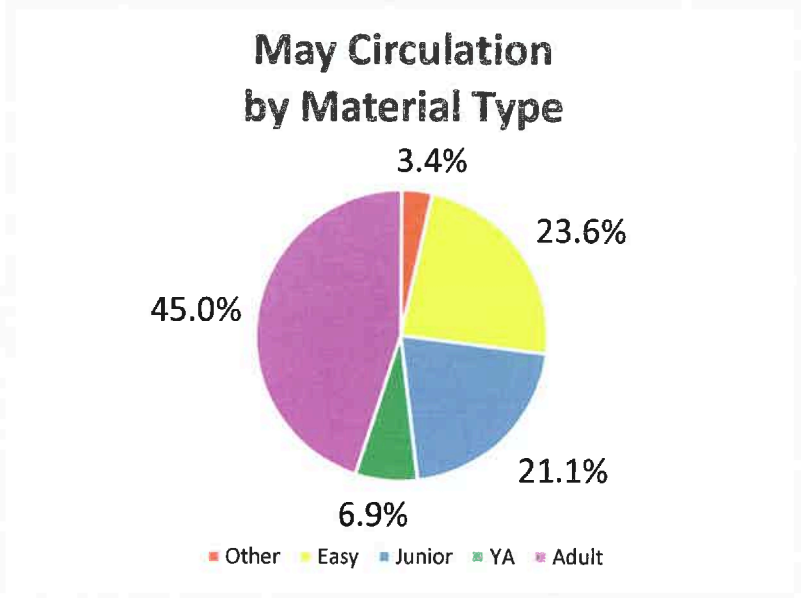
### New Users Monthly Comparison



### Physical Materials Checkouts



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	3.4%	23.6%	21.1%	6.9%	45.0%
2 - Adult Audiobook	130	190	1321	1181	387	2520
3 - Adult DVDs	260					
4 - Adult Fiction	890					
5 - Adult Graphic Novel	3					
6 - Adult Nonfiction	532					
7 - Board Book	164					
8 - Children's CD Book	23					
9 - Children's Audiobook	31					
10 - Children's DVD	94					
11 - Children's Graphic Novel	1					
12 - Children's Reference	0					
16 - Fantasy	21					
17 - Other Language F/NF	12					
19 - Junior Fiction	497					
20 - Junior Graphic Novel	238					
21 - Junior Nonfiction	321					
22 - Large Print	136					
23 - Magazine	14					
25 - Mystery	590					
30 - Oversize	1					
34 - Picture Book	761					
35 - Prof Collection	13					
36 - Reader	359					
37 - Reference	0					
39 - Science Fiction	54					
42 - Western	40					
44 - Young Adult Audiobook	2					
45 - Young Adult DVD	70					
46 - Young Adult Fiction	130					
47 - Young Adult Graphic Novel	167					
48 - Young Adult Nonfiction	18					
OTAP	0					
Off Site	0					
None/On-the-fly	27					
<b>TOTAL</b>	<b>5599</b>					



**NEW Items Snapshot - June 1, 2022**

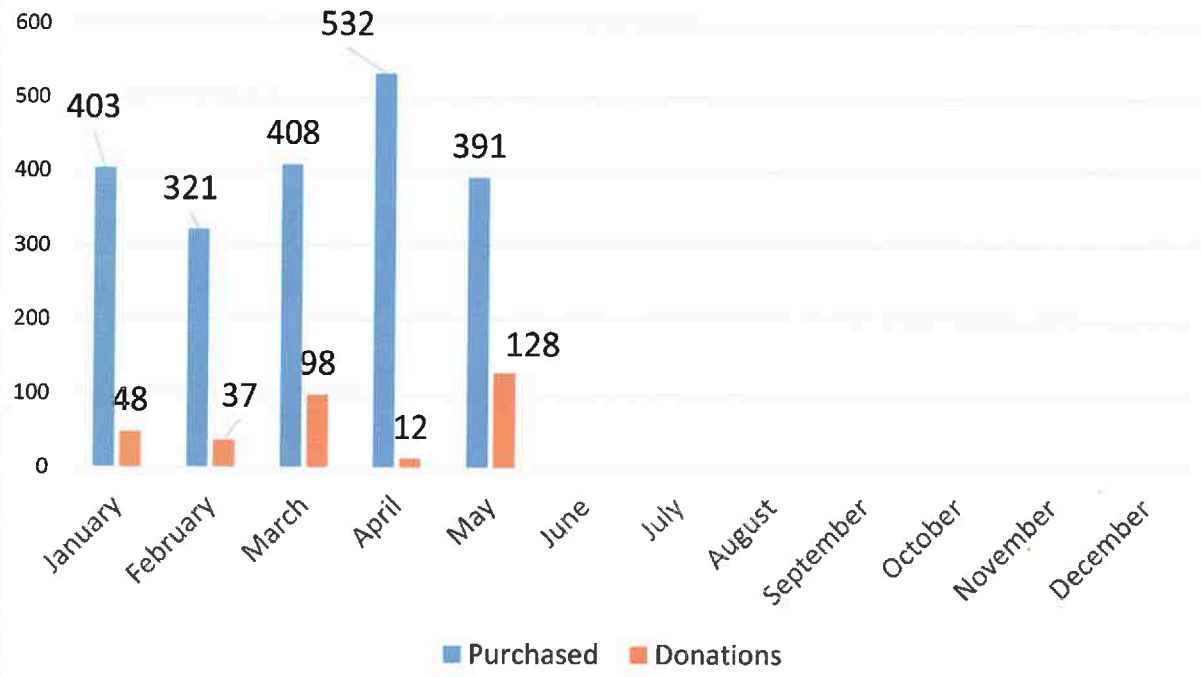
Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	3992	885	22.17%
Picture Books	419	122	29.12%
Adult Fiction	796	228	28.64%
Junior Fiction	397	55	13.85%
YA Fiction	184	24	13.04%

Circulation Snapshot - June 1, 2022

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1756	2.2	87	5
3 - Adult DVDs	2212	2.7	111	5
4 - Adult Fiction	14723	18.2	667	4.5
5 - Adult Graphic Novel	370	0.5	11	3
6 - Adult Nonfiction	15769	19.5	564	3.6
7 - Board Book	566	0.7	158	27.9
8 - Children's CD Book	115	0.1	16	13.9
9 - Children's Audiobook	648	0.8	35	5.4
10 - Children's DVD	790	1	51	6.5
11 - Children's Graphic Novel	6	0	2	33.3
12 - Children's Reference	177	0.2	0	0
14 - Equipment	9	0	0	0
16 - Fantasy	191	0.2	21	11
17 - Other Language F/NF	793	1	22	2.8
18 - Govdoc	27	0	0	0
19 - Junior Fiction	4920	6.1	592	12
20 - Junior Graphic Novel	1162	1.4	181	15.6
21 - Junior Nonfiction	8678	10.7	374	4.3
22 - Large Print	1827	2.3	138	7.6
23 - Magazine	3285	4.1	15	0.5
25 - Mystery	6255	7.7	433	6.9
27 - Newspaper	6	0	0	0
30 - Oversize	52	0.1	2	3.8
34 - Picture Book	5376	6.6	649	12.1
35 - Prof Collection	321	0.4	19	5.9
36 - Reader	2096	2.6	370	17.7
37 - Reference	489	0.6	0	0
39 - Science Fiction	1319	1.6	57	4.3
42 - Western	816	1	23	2.8
44 - Young Adult Audiobook	282	0.3	11	3.9
45 - Young Adult DVD	406	0.5	24	5.9
46 - Young Adult Fiction	3045	3.8	177	5.8
47 - Young Adult Graphic Novel	1253	1.5	117	9.3
48 - Young Adult Nonfiction	894	1.1	25	2.8
49 - Young Adult Reference	0	0	0	0
50 - OTAP	298	0.4	23	7.7
51 - Off Site	1	0	0	0
Total	80933		4975	6.1

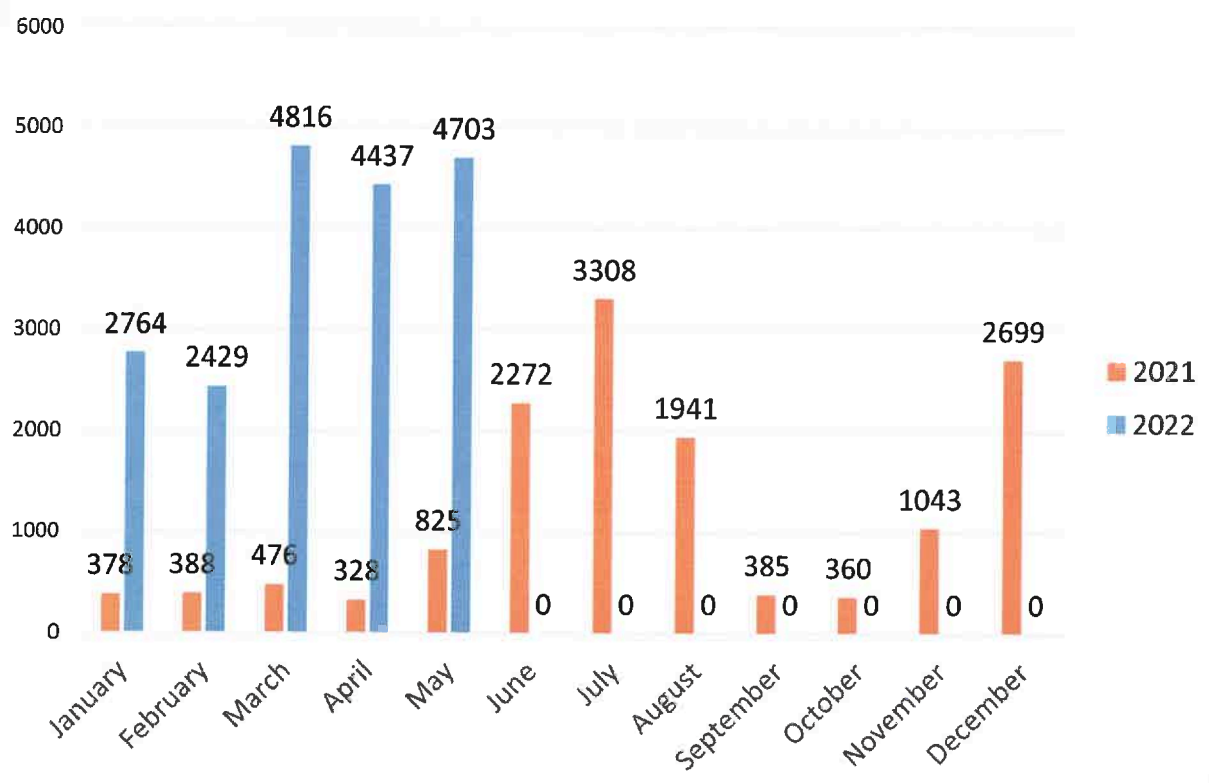
Library Card Sponsorship Program  
Number of cards issued FY 2021-2022 – 87

### Items Added



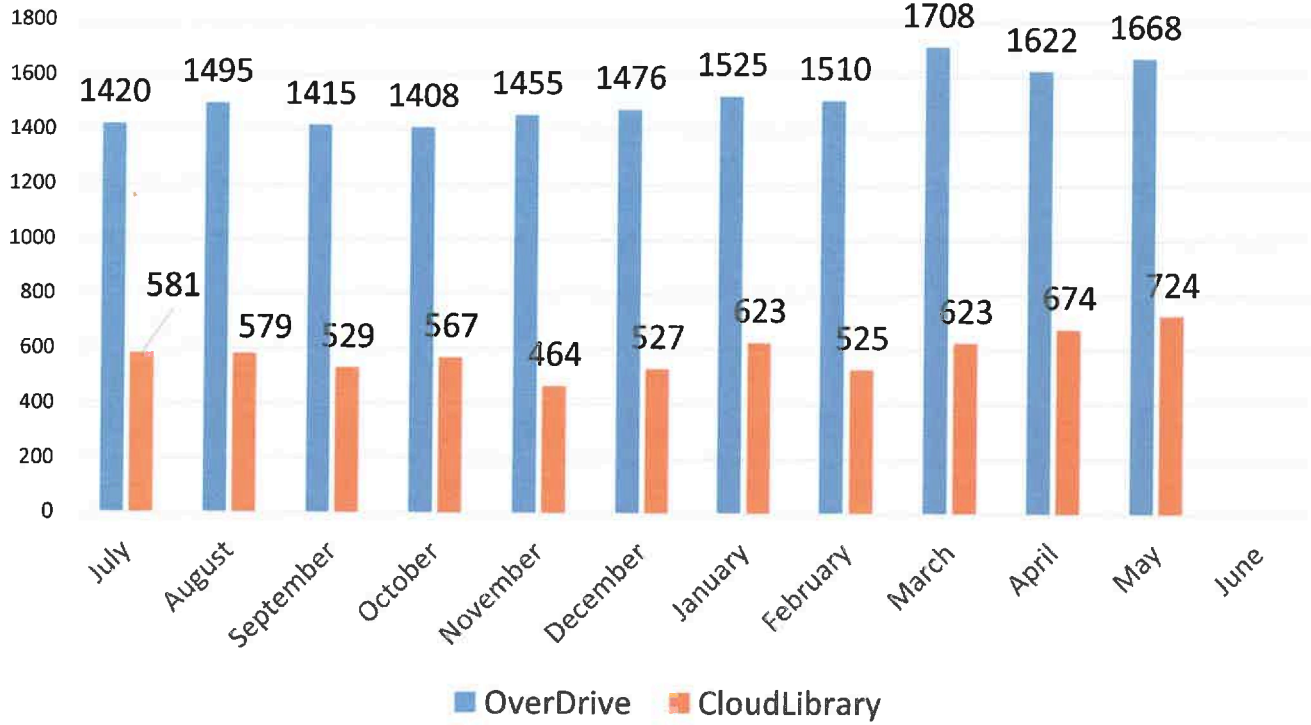
Total value added to collection  
May 2022 - \$9094.71

### 2021 VS 2022 Monthly Door Count Comparison

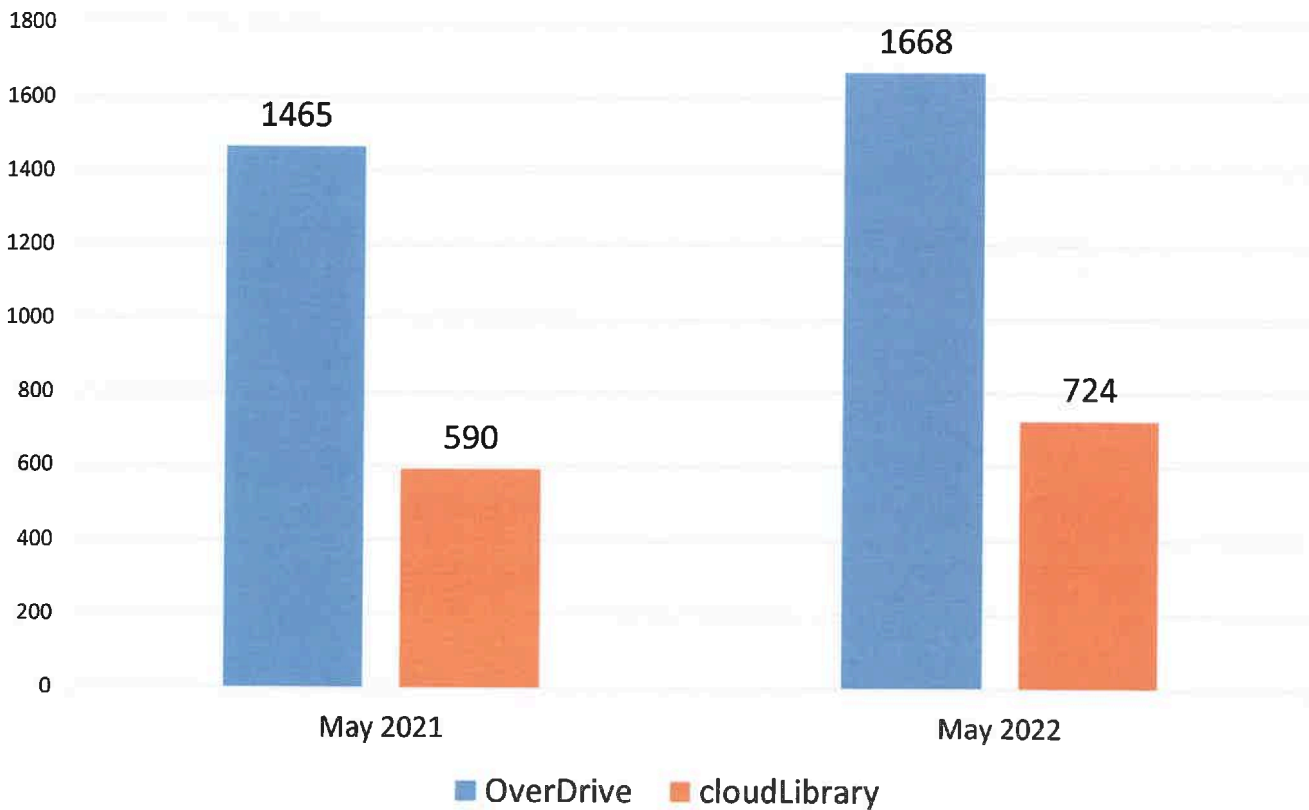




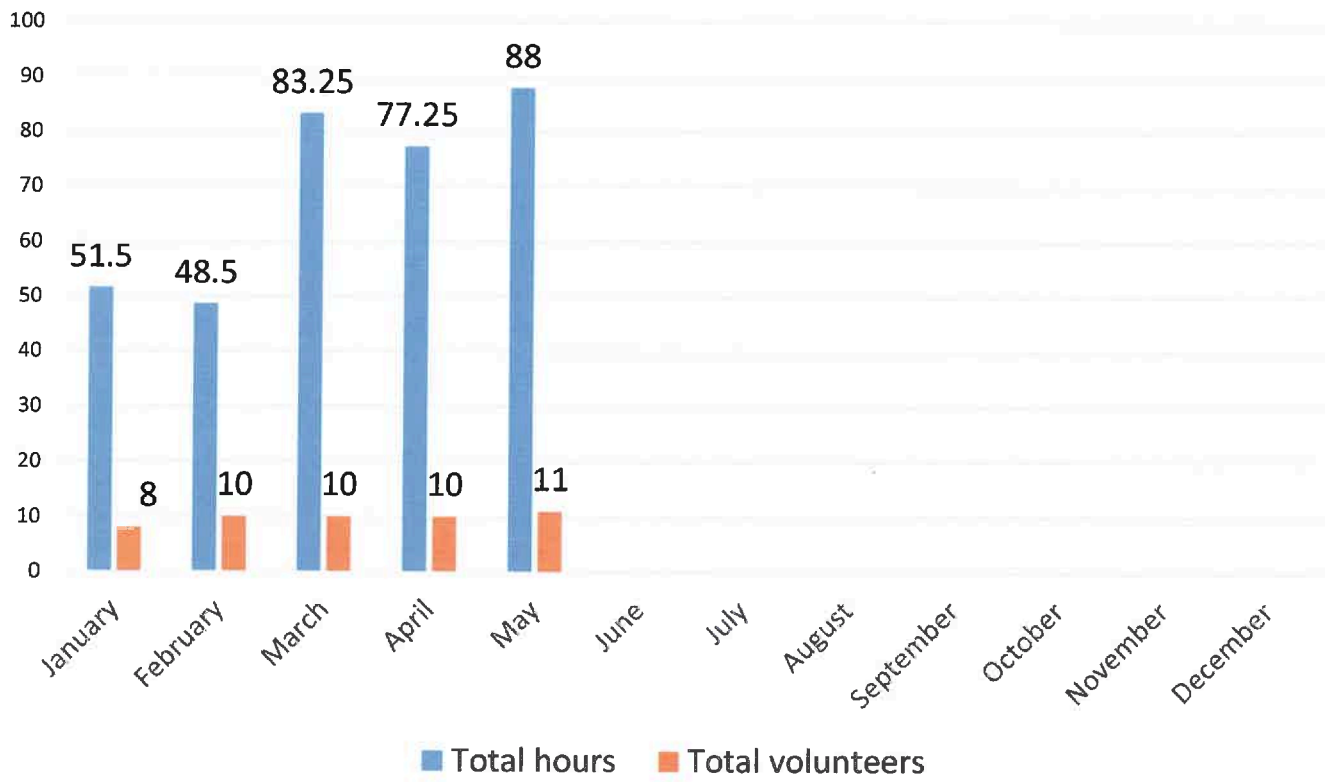
### FY 2021-2022 OverDrive & cloudLibrary Circulation



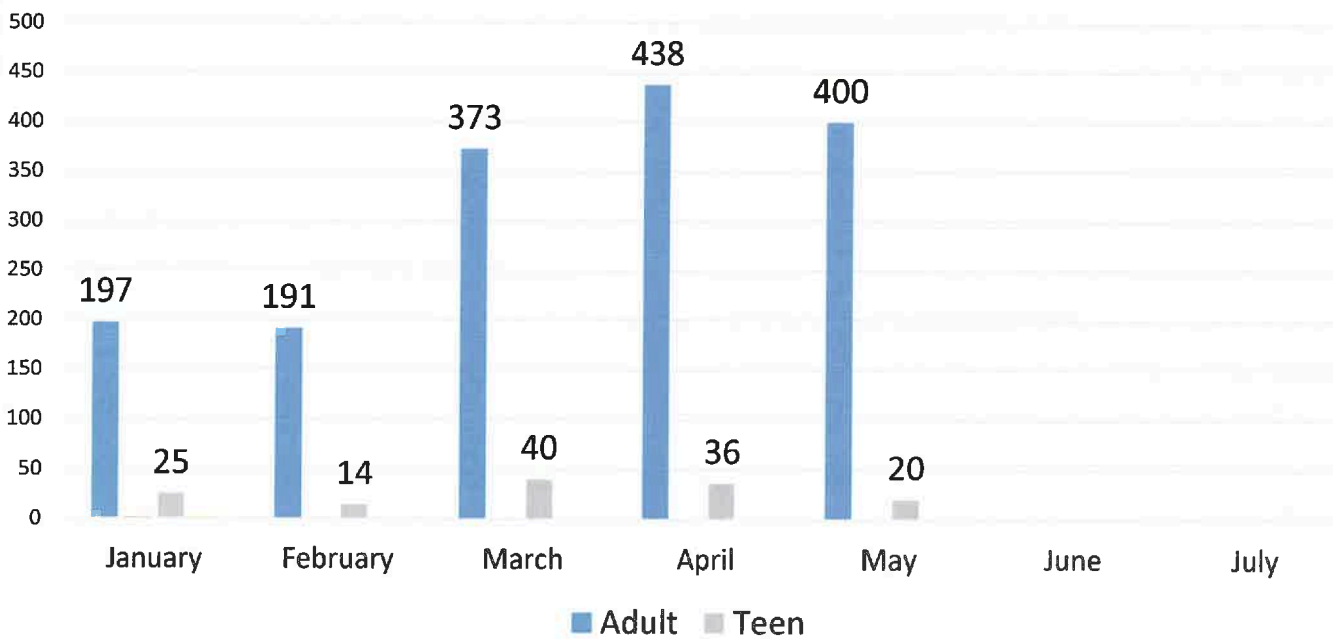
### Ebooks Monthly Comparison



### Volunteer Contribution



### Total Computer Sessions by Area



**Live Adult Programs**

<b>Date</b>	<b>Attendance</b>	<b>Onsite</b>	<b>Offsite</b>	<b>Virtual (Facebook Live or Zoom)</b>
5/5/2022 Umpqua Dairy Program	12			x
5/19/2022 Silent Book Group	4		x	
5/26/2022 Leave No Trace	6			x
5/31/2022 Online Book Group	6			x
<b>TOTAL</b>	<b>28</b>			

**All recorded programs; includes all ages. This includes livestreamed events that remain on Facebook for future viewing. Attendance is 1-minute views after 7 days.**

<b>Date</b>	<b>Program Name</b>	<b>Attendance; 1-minute views after 7 days</b>
5/5/2022	Umpqua Dairy Program	41
5/26/2022	Leave No Trace	17
	<b>TOTAL</b>	<b>58</b>