



**ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, OCTOBER 18, 2022**

Handwritten initials

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

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 Mandy Elder Francesca Guyer
Theresa Lundy Kelly Peter Juliet Rutter

III. APPROVAL OF MINUTES

A. September 20, 2022

AUDIENCE PARTICIPATION – At this time, anyone wishing to address the Commission concerning items of interest not included in the agenda may do so. The person addressing the Commission shall, when recognized, give his/her name for the record. All remarks shall be directed to the whole Commission.

Comments also can be provided via email to the Commission at kwiley@cityofroseburg.org or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg, prior to **1:00 p.m. on Tuesday, October 18, 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: November 15, 2022

VI. INFORMATIONAL

- A. Monthly Statistics
- B. Programming
- C. Staffing Update
- D. 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
September 20, 2022**

CALL TO ORDER:

Commissioner Elder called the regular meeting of the Roseburg Library Commission to order at 4:02 p.m. on September 20, 2022, in the Deer Creek Room at Roseburg Public Library, 1409 NE Diamond Lake Blvd., Ste. 100, Roseburg, Oregon and electronically via Zoom.

ROLL CALL:

Present: Commissioners Mandy Elder, Marcy Tassano, Theresa Lundy, Kelly Peter, Juliet Rutter and Francesca Guyer (4:08 p.m.)

Absent: Chair Andrea Zielinski

Attending Staff: Library Director Kris Wiley, Youth Services Librarian Aurora Ropp, Assistant City Manager/City Recorder Amy Sowa and Management Staff Assistant Autumn David

Others Present: None

APPROVAL OF MINUTES:

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

BUSINESS FROM THE COMMISSION:

Commissioner Tassano reported the Friends of the Library fall book sale in September raised nearly \$2,000. She thanked customers for their generosity, stating that several customers made cash donations in addition to purchasing books. Additionally, donations were received to support six children for a year in the Dolly Parton Imagination Library.

Commissioner Tassano reported the next Friends of the Library book sale is scheduled for the first weekend in December. The December Book Sale this year will be a Better Book Sale. The books are newer releases and older editions in excellent condition suitable for gifting. All books will be priced at \$1.00 each. Some older books, including library withdrawals, will be available on the bargain tables for \$0.50.

Commissioner Rutter reported she shared information about the Dolly Parton Imagination Library at the Heath Care Coalition of Southern Oregon's Community Baby Shower, which had approximately 5000 viewers.

NEXT MEETING DATE:

Tuesday, October 18, 2022, at 4:00 p.m. This will be a hybrid meeting.

INFORMATIONAL:

2022 Summer Reading Program Presentation

Director Wiley reported 57 adults logged 814 books during the Summer Reading Program. Last year the totals were 18 adults and 262 books. She noted the increased response is likely due to the improved quality of the prizes this year.

Youth Services Librarian Ropp reported 276 children and 70 teens started the Summer Reading Program reading seven hours each, and 128 children and 40 teens completed the program reading 21 hours each. She noted this was a 58 percent increase for children and a 100 percent increase for teens from last year. Book review participation increased by 171%. She added that 1416 books were given away throughout the summer; 580 books were given away at schools and as staff followed the Lunchbox Express, and an additional 836 books were given away at the library. This year's books were newer contemporary reads with an average cost of \$4.50 per book.

Summer programming included 12 storytimes with an average of 26 participants and 10 craft times with an average of 20 participants. No one attended the three in-person Spanish storytimes with Julia. Librarian Ropp stated storytimes were moved from virtual to in-person, which was a big change. Staff will continue to look for additional ways to increase outreach and promote Spanish storytimes. There were 13 weeks of StoryWalks® in the parks throughout the summer. Two parks and two new books were added this year, including one bilingual book.

Staff prepared and distributed 2300 craft kits during the 12 weeks of craft kits giveaways.

Harry Potter Day was extremely popular; several events took place throughout the day, and 151 entries were received for the quilt giveaway.

Librarian Ropp added that regular Saturday programs had the least participation, so staff will no longer schedule regular Saturday programming.

2022 Annual Report to State Library Presentation

Director Wiley provided a PowerPoint presentation highlighting some of the data collected for the 2022 Annual Report to the State Library, which must be submitted by October 31. A draft of the full report is available on the library's website at www.roseburgpubliclibrary.org.

In response to Commissioner Tassano, Director Wiley stated funding is determined based on population and service area, not the number of cardholders.

Commissioner Rutter questioned why not all libraries participate in Dolly Parton's Imagination Library. Director Wiley explained not all libraries have the resources to support the program. Commissioner Tassano added that it is a long-term commitment and funding must be available to sustain the program.

Monthly Statistics

Director Wiley presented the monthly statistics and noted this includes July and August numbers. She noted this summer was the most successful in terms of new cards issued, checkouts, program attendance, etc. since March 2020. She stated she expects numbers to flatten this fall, as is typical when school resumes.

Programming

Director Wiley reported 65 people attended the in-person program with geologist Larry Broeker. An author's showcase is planned for Saturday, Dec. 3 to coincide with the final day of the Friends book sale. This is an opportunity for local authors to sell their books and meet community members. Those interested in participating may contact Director Wiley at kwiley@cityofroseburg.org or 541-492-7051.

Librarian Ropp reported fall programming will start in October. The library will host a Girls Who Code cohort for third through sixth graders. All third through sixth graders are welcome, regardless of gender, they are simply using the "Girls Who Code" curriculum for the program.

In-person storytimes will be held every Wednesday in the children's room; this will be a combination of toddler and preschool storytimes. Spanish Storytime with Julia will take place on the second Saturday of each month in October, November, and December. Staff is planning fall themed craft kits, a monthly Lego program for all ages, a monthly teen hangout day with the PlayStation, and more.

Director Wiley reported the library is hosting a virtual program with mycologist expert Jordan Weiss to talk about Mushrooms of Oregon on September 22, and an author discussion with Glen Erik Hamilton on October 6.

Staffing Update

Director Wiley reported the library has not recruited an AmeriCorps member. The position remains open, and we're looking now for a member to serve 1,200 hours beginning in November through July 2022.

Library Aide Ashley Swearingen's last day was Sept. 17. The Human Resources Department is directing the recruitment for the position.

Grants Update

Director Wiley reported Librarian Ropp completed the reporting requirements for the \$17,500 grant from the State that was administered by the Oregon Association of Education Service Districts.

Director Wiley completed the final report for the \$1,500 Roundhouse Foundation grant that purchased new books to give away. The library will submit a \$15,000 grant to the Roundhouse Foundation by Sept. 30 to help fund the 2023 Summer Reading Program.

The Ford Family Foundation awarded the City \$10,000 through a Good Neighbor Grant to help fund new automatic sliding doors at the main entrance to the library building. The Douglas Education Service District and the City will contribute about \$15,000. The doors have been ordered, and the Public Works Department is managing the project.

The library submitted the annual Ready to Read grant application to the State Library of Oregon for \$3,436. This would pay for a temporary aide for the 2023 Summer Reading Program.

Commissioner Elder and Commissioner Guyer thanked Director Wiley, library staff and Commission members for their hard work and dedication to the library.

In response to Commissioner Rutter, Director Wiley stated staff does not keep statistics on the number of checkouts from library displays. Anecdotally, the staff picks display tends to be very popular along with the tree display in the Children's Room. Beyond that, other displays get a moderate amount of interest.

ADJOURNMENT:

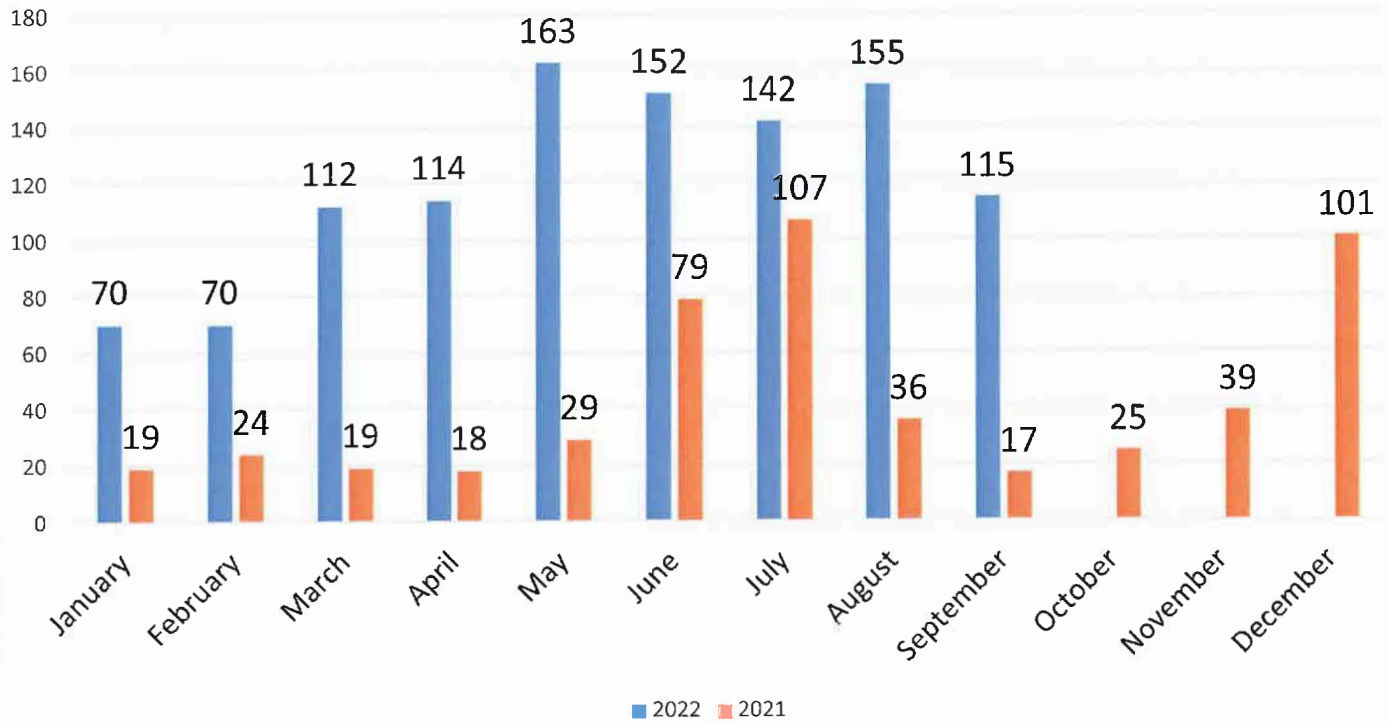
The meeting adjourned at 4:54 p.m. The next meeting is scheduled for Tuesday, October 18, 2022, at 4:00 p.m.

Respectfully submitted,

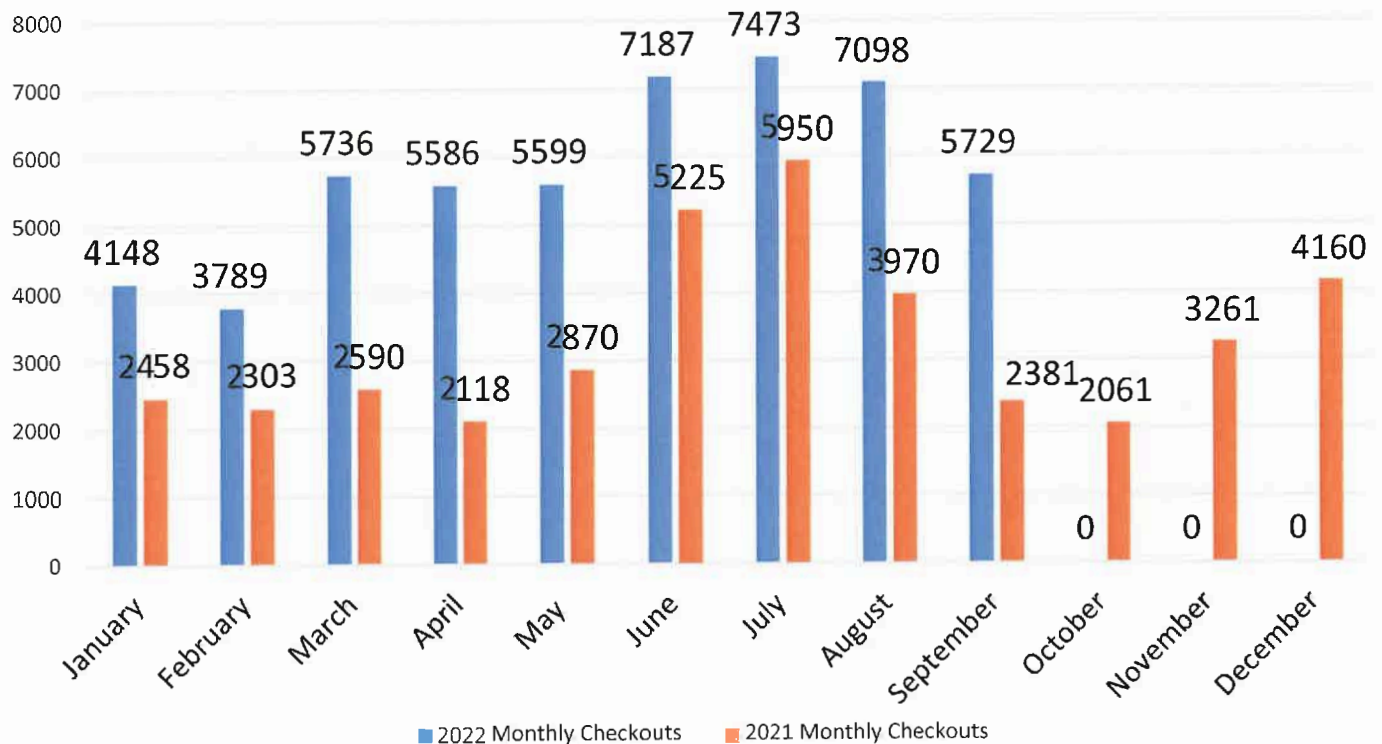
Autumn David

Autumn David, Management Staff Assistant

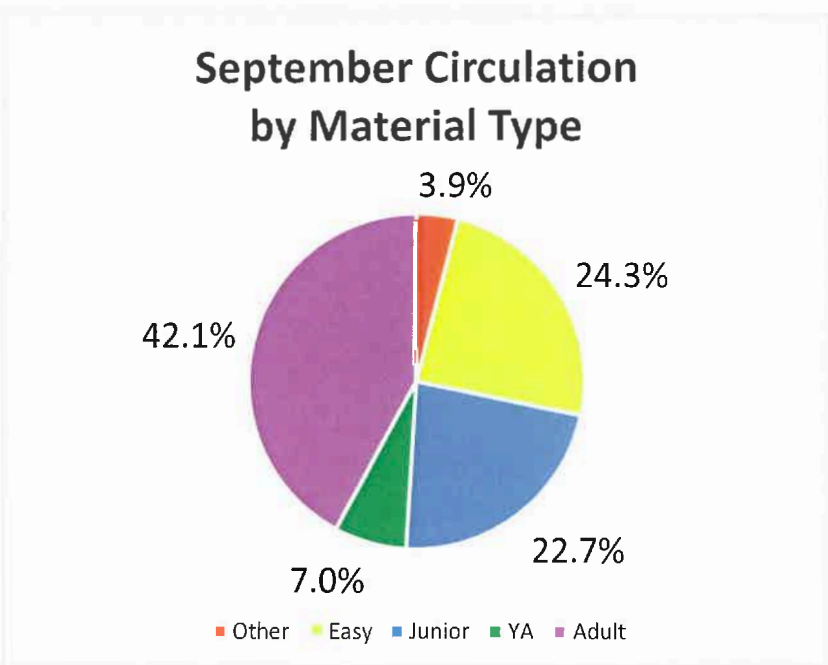
New Users Monthly Comparison



Physical Materials Checkouts



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	3.9%	24.3%	22.7%	7.0%	42.1%
2 - Adult Audiobook	137	226	1393	1298	399	2413
3 - Adult DVDs	272					
4 - Adult Fiction	890					
5 - Adult Graphic Novel	33					
6 - Adult Nonfiction	477					
7 - Board Book	203					
8 - Children's CD Book	37					
9 - Children's Audiobook	39					
10 - Children's DVD	128					
14 - Equipment	0					
11 - Children's Graphic Novel	1					
12 - Children's Reference	1					
16 - Fantasy	15					
17 - Other Language F/NF	10					
19 - Junior Fiction	494					
20 - Junior Graphic Novel	290					
21 - Junior Nonfiction	347					
22 - Large Print	139					
23 - Magazine	35					
25 - Mystery	501					
30 - Oversize	1					
34 - Picture Book	760					
35 - Prof Collection	21					
36 - Reader	370					
37 - Reference	0					
39 - Science Fiction	48					
42 - Western	40					
44 - Young Adult Audiobook	6					
45 - Young Adult DVD	61					
46 - Young Adult Fiction	94					
47 - Young Adult Graphic Novel	211					
48 - Young Adult Nonfiction	27					
OTAP	8					
Off Site	0					
None/On-the-fly	33					
TOTAL	5729					



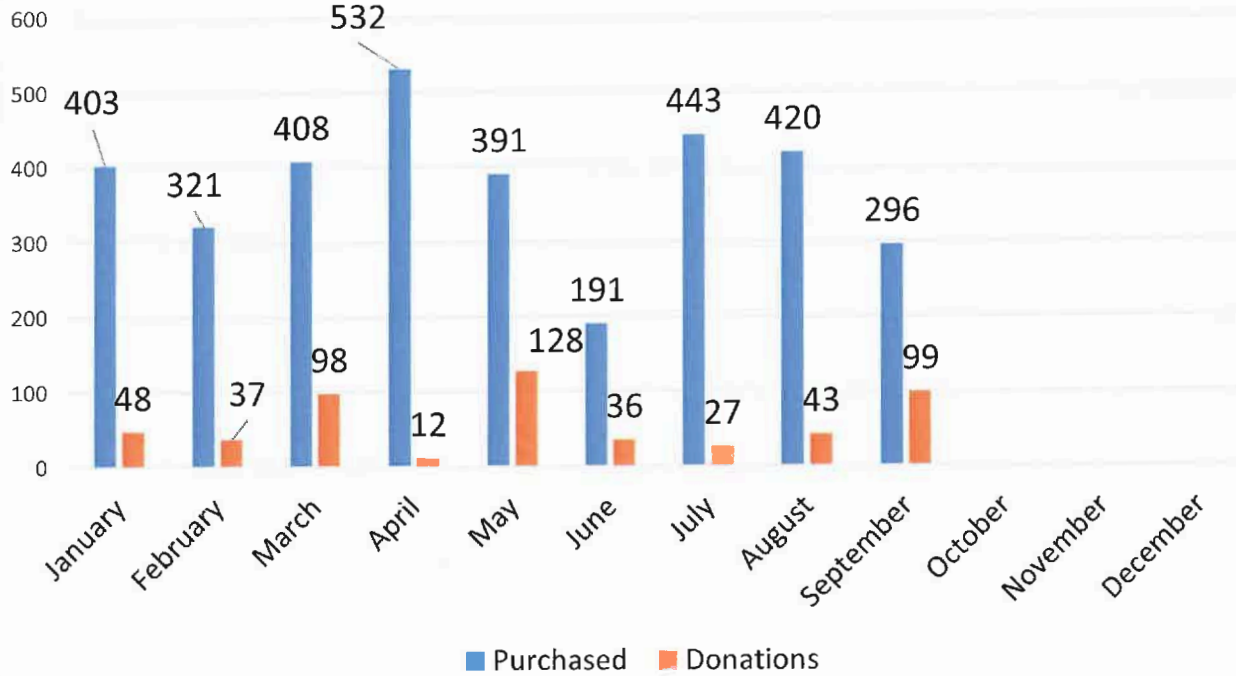
NEW Items Snapshot - October 3, 2022

Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	3867	897	23.20%
Picture Books	573	146	25.48%
Adult Fiction	703	242	34.42%
Junior Fiction	426	42	9.86%
YA Fiction	220	22	10.00%

Circulation Snapshot - October 3, 2022

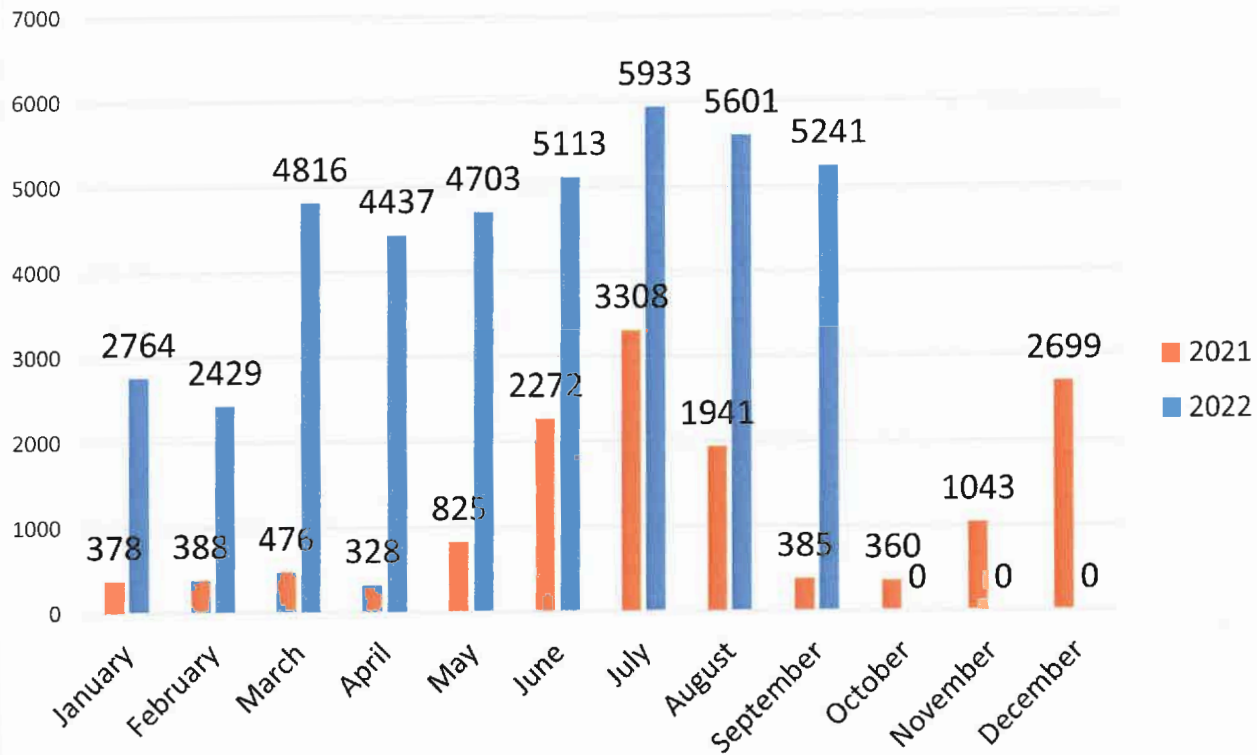
Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1635	2	117	7.2
3 - Adult DVDs	1686	2.1	81	4.8
4 - Adult Fiction	14698	18.2	730	5
5 - Adult Graphic Novel	371	0.5	30	8.1
6 - Adult Nonfiction	15560	19.3	587	3.8
7 - Board Book	590	0.7	155	26.3
8 - Children's CD Book	121	0.1	23	19
9 - Children's Audiobook	643	0.8	40	6.2
10 - Children's DVD	833	1	58	7
11 - Children's Graphic Novel	5	0	2	40
12 - Children's Reference	176	0.2	1	0.6
14 - Equipment	9	0	0	0
16 - Fantasy	193	0.2	32	16.6
17 - Other Language F/NF	814	1	18	2.2
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5069	6.3	583	11.5
20 - Junior Graphic Novel	1227	1.5	195	15.9
21 - Junior Nonfiction	8717	10.8	420	4.8
22 - Large Print	1849	2.3	118	6.4
23 - Magazine	3347	4.1	18	0.5
25 - Mystery	6079	7.5	364	6
27 - Newspaper	6	0	0	0
30 - Oversize	20	0	1	5
34 - Picture Book	5587	6.9	746	13.4
35 - Prof Collection	321	0.4	31	9.7
36 - Reader	2157	2.7	384	17.8
37 - Reference	512	0.6	0	0
39 - Science Fiction	1320	1.6	63	4.8
42 - Western	827	1	23	2.8
44 - Young Adult Audiobook	282	0.3	7	2.5
45 - Young Adult DVD	416	0.5	40	9.6
46 - Young Adult Fiction	3144	3.9	164	5.2
47 - Young Adult Graphic Novel	1280	1.6	195	15.2
48 - Young Adult Nonfiction	901	1.1	30	3.3
49 - Young Adult Reference	0	0	0	0
50 - OTAP	286	0.4	7	2.4
51 - Off Site	1	0	0	0
Total	80709		5263	6.5

Items Added

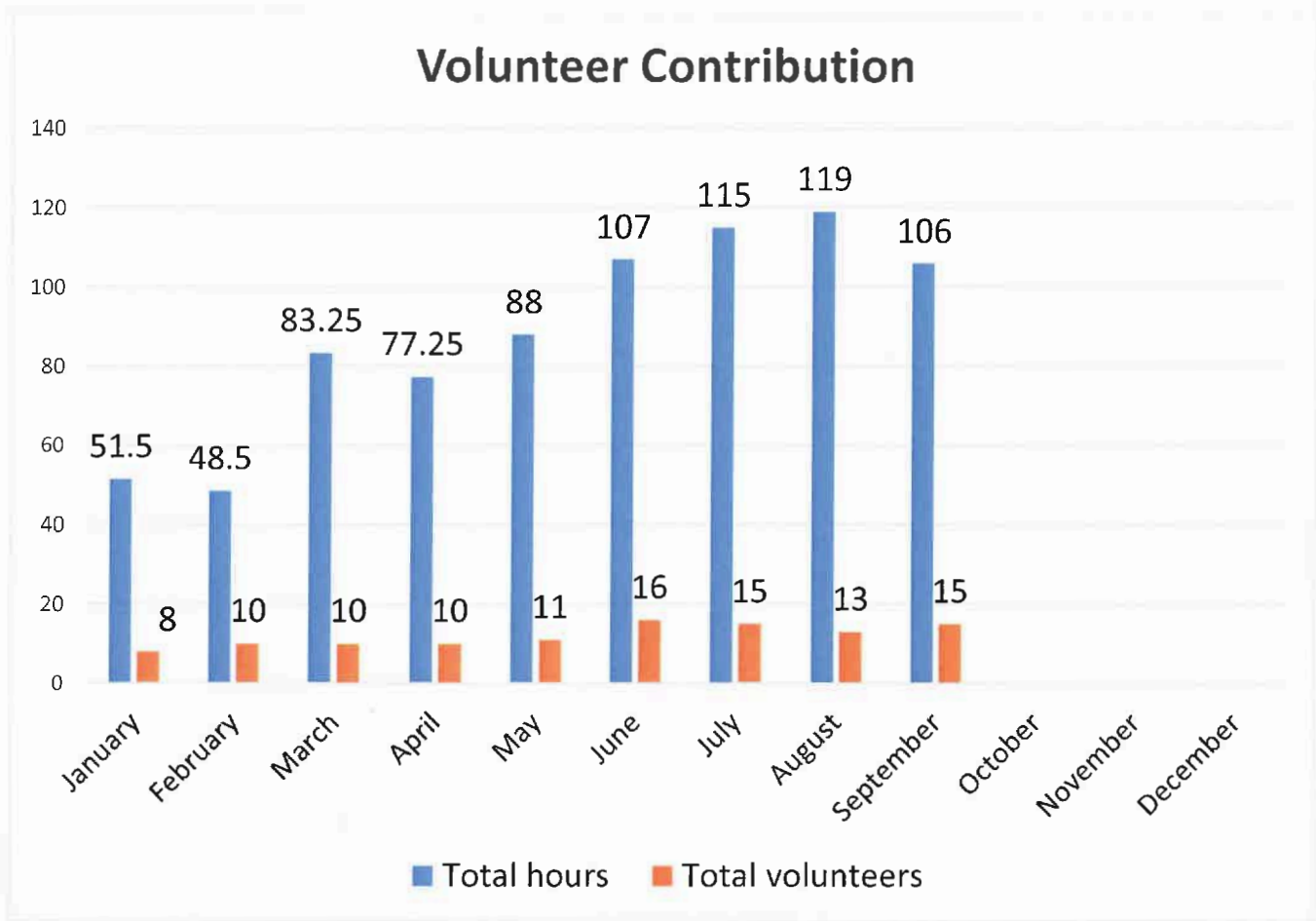


Total value added to collection
September 2022 - \$7338.20

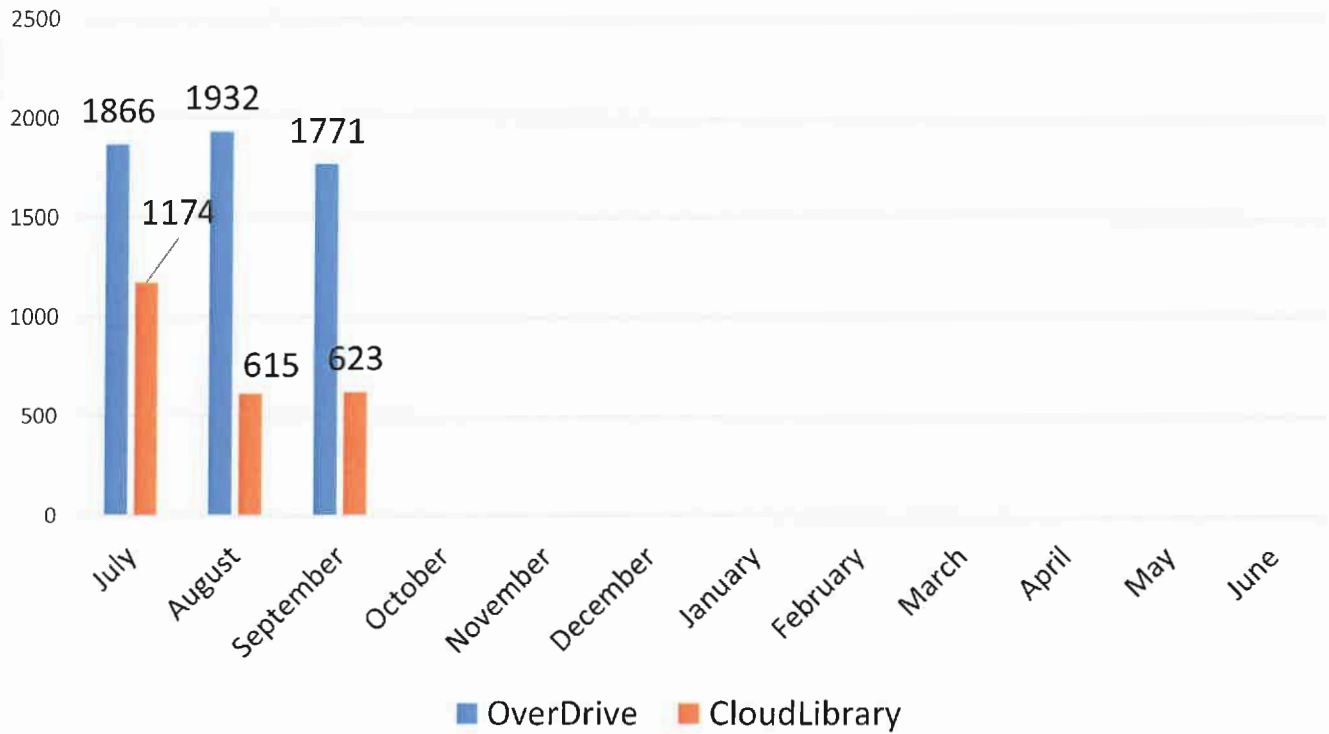
2021 VS 2022 Monthly Door Count Comparison



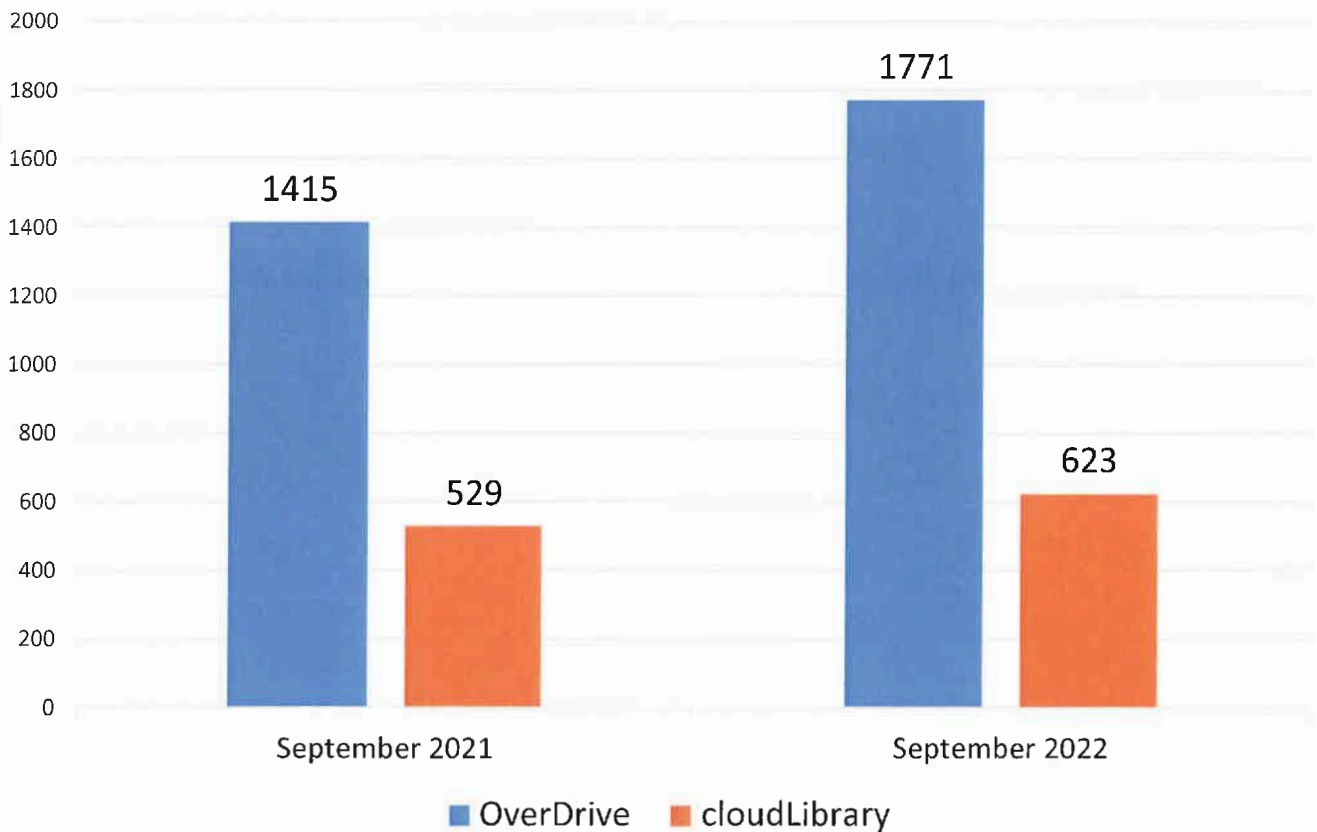
Library Card Sponsorship Program
Number of cards issued FY 2022-2023 – 48

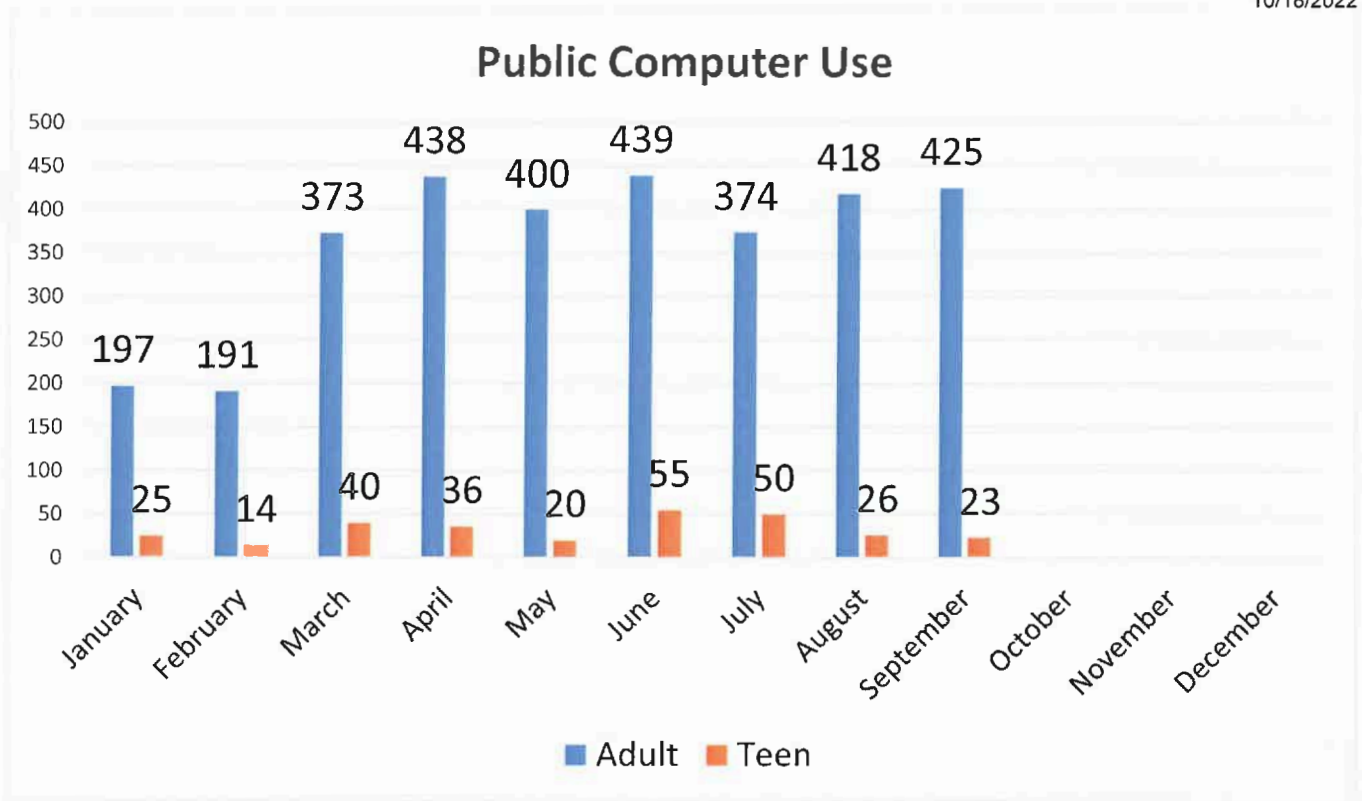


FY 2022-2023 OverDrive & cloudLibrary Circulation



Ebooks Monthly Comparison





Live Adult Programs

Date	Program	Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
9/1/2022	Author Discussion Group	5			x
9/13/2022	Online Book Group	6			x
9/15/2022	Nickel Mountain with Larry Broeker	65	x		
9/22/2022	Mushrooms of Oregon with Jordan Weiss	156			x
9/29/2022	Silent Book Group	3	x		
TOTAL		235			