



**ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, DECEMBER 20, 2022**

ajb

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:

<u>Chair:</u>	Andrea Zielinski		
<u>Commissioners:</u>	Marcy Tassano	Mandy Elder	Francesca Guyer
	Theresa Lundy	Kelly Peter	Juliet Rutter

III. APPROVAL OF MINUTES

A. November 15, 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, December 20, 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: January 17, 2023

VI. INFORMATIONAL

- A. Monthly Statistics
- B. Programming
- C. Winter Reading Program
- D. Staffing Update
- E. Grants Update

VII. ADJOURNMENT

Please contact the City Administration Office at least 48 hours prior to the scheduled meeting date if you need accommodations in accordance with the Americans with Disabilities Act.
TDD users, please call Oregon Telecommunications Relay Service at 800-735-2900.

**CITY OF ROSEBURG
LIBRARY COMMISSION MEETING MINUTES
November 15, 2022**

CALL TO ORDER:

Chair Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:00 p.m. on November 15, 2022, in the Ford Room at Roseburg Public Library, 1409 NE Diamond Lake Blvd., Ste. 100, Roseburg, Oregon and electronically via Zoom.

ROLL CALL:

Present: Chair Andrea Zielinski and Commissioners Mandy Elder, Marcy Tassano, Theresa Lundy, Kelly Peter, Francesca Guyer, and Juliet Rutter

Absent: None

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 Guyer moved to approve the October 18, 2022, minutes. The motion was seconded by Commissioner Peter and approved with the following vote: Chair Zielinski and Commissioners Elder, Tassano, Lundy, Peter, Guyer, and Rutter voted yes. No one voted no.

BUSINESS FROM THE COMMISSION:

Commissioner Tassano announced the Friends of the Library book sale will be held the first weekend in December with a local author showcase scheduled for the last day of the book sale, Saturday, December 3. Volunteers are still needed to help set up and take down the sale.

Commissioner Elder thanked Director Wiley and Youth Services Librarian Aurora Ropp for hosting the Roseburg 150 Youth Project as part of the Roseburg 150 Celebration. Director Wiley stated The Ford Family Foundation spearheaded the program, which will run over the next year with a focus on engaging with youth in the community.

The program asks two questions:

- What makes you proud to live in Roseburg?
- What are your hopes for our town's future?

Library staff gathered responses to the questions during the Roseburg 150 Party in the Park, and results were sent to The Ford Family Foundation. Students are encouraged to create a video, draw a picture, or write a paragraph to share their vision of Roseburg. Submissions can be dropped off at the Roseburg Public Library, the YMCA, or submitted online at <https://bit.ly/RoseburgYouth>.

NEXT MEETING DATE:

Tuesday, December 20, 2022, at 4:00 p.m. This will be a hybrid meeting.

INFORMATIONAL:

Monthly Statistics

Director Wiley presented the monthly statistics. She noted circulation of physical items increased slightly; however, there was a larger gain in children's materials she attributed primarily to fall programming. There were 1,040 checkouts of picture books in October versus 760 in September. Director Wiley praised Youth Services Librarian Ropp for her dedication to youth programs.

The door count remained just above 5,000.

Checkouts of electronic books remained steady at 29 percent of all circulation.

Director Wiley reported the Oregon Digital Library Consortium, which patrons know as OverDrive or Library2Go, is in the process of voting on fee increases with the options of 5 percent, 10 percent, and 15 percent. She is the vice chair of the Oregon Digital Library Consortium and the representative for the smallest member libraries (Associate Libraries), who as a group get one vote on the Governing Board. She distributed the fee increase information to the Associate Libraries and will vote based on what the majority favors.

Fees are based on a formula, and Roseburg's fee this fiscal year was \$8,416.20. The consortium's revenue generated from membership fees is not keeping up with demand, as patrons will note when they place holds and realize they will not get the item for months.

At Roseburg Public Library, this situation is handled in two ways. The library subscribes to OverDrive Advantage Plus, and purchases an additional license for an eBook or eAudiobook when there are at least four holds on the item by Roseburg patrons. Roseburg patrons get priority for the item, but when one of our patrons is not using it, it is available for cardholders throughout the consortium to check out. Last fiscal year about \$2,000 was spent doing this.

A membership with cloudLibrary is the other way the library mitigates long waits for our patrons for the newest or most popular items. Last fiscal year about \$14,500 was spent on cloudLibrary.

Director Wiley stated Roseburg patrons may continue to have long waits for materials that are not in demand by other Roseburg patrons, and suggested checking the library catalog to determine whether a physical copy of the item is available.

Programming

Director Wiley reported Wednesday storytimes with Librarian Ropp are popular and continue through December 14. Most weeks there are programs led by Librarian Ropp on Tuesdays, Wednesdays and Thursdays. Teens from the Astra Service Club at Roseburg High School, the student arm of Altrusa, visit twice a month to work with beginning readers. Spanish Storytimes with Julia Masner meets once a month.

Librarian Ropp plans some changes beginning in January. There will not be another Girls Who Code cohort; instead, she will have a monthly STEM (Science, Technology, Engineering, Math) program. Julia Masner will shift to leading a youth Spanish Club, more details to come. In

response to Commissioner Lundy, Director Wiley stated Spanish Storytimes see about 3-5 participants.

For adults, Director Wiley reported Pulitzer Prize finalist Sierra Crane Murdoch will present on Facebook Live this Thursday, November 17 at 6:30 p.m.

Nineteen authors and one writers group are scheduled to attend the Local Authors Showcase on Saturday, December 3 from 10 a.m. to 1 p.m. This is also the final day of the Friends book sale, so there are opportunities for the public to pick up gifts for the readers in their life.

Programs are scheduled through December; check the events calendar on the library's website at www.roseburgpubliclibrary.org.

Winter Reading Program

Director Wiley thanked the Friends of the Roseburg Public Library for sponsoring the Winter Reading Program. This year's Winter Reading Program will take place from December 1 through December 31. It will be a condensed version of the Summer Reading Program. Children and teens will have a reading log, and they will receive a new, free book when they complete seven hours of reading. There also will be book review prizes in the lobby window. In response to Commissioner Tassano, Director Wiley stated prizes are purchased for a wide range of ages; kids submit book reviews and can pick what prize they want to be in the drawing for.

Adults will have a reading log with 15 prompts, and the prizes are eight gift cards to local businesses, each worth \$25.

In response to Commissioner Guyer, Director Wiley stated prize donations are accepted; donation receipts can only be provided with an original receipt of the purchase from the donor.

Grants Update

Director Wiley reported the Roundhouse Foundation granted the library \$5,000 for the 2023 Summer Reading Program. She spoke with the Deputy Superintendent at ESD to see if the OAESD Summer Learning Grant would be offered again this year. They are unsure, but stated there was a positive response to the program, and will provide more information as available.

The library submitted a request for \$30,000 to the Douglas County Library Foundation for physical and digital materials.

Director Wiley will be submitting final reports to the Douglas County Cultural Coalition, Whipple Foundation and Douglas County Library Foundation. The Douglas County Cultural Coalition funds the StoryWalks® and doubled their contribution this year for a total of \$2,000.

Other

Director Wiley reported staff recognizes the importance for students to have the most up-to-date material when doing research, and Youth Librarian Ropp is working to update the library's junior nonfiction collection.

Commissioner Zielinski thanked Director Wiley for the numerous ways the library engages with the community, and the diversity of programs offered.

ADJOURNMENT:

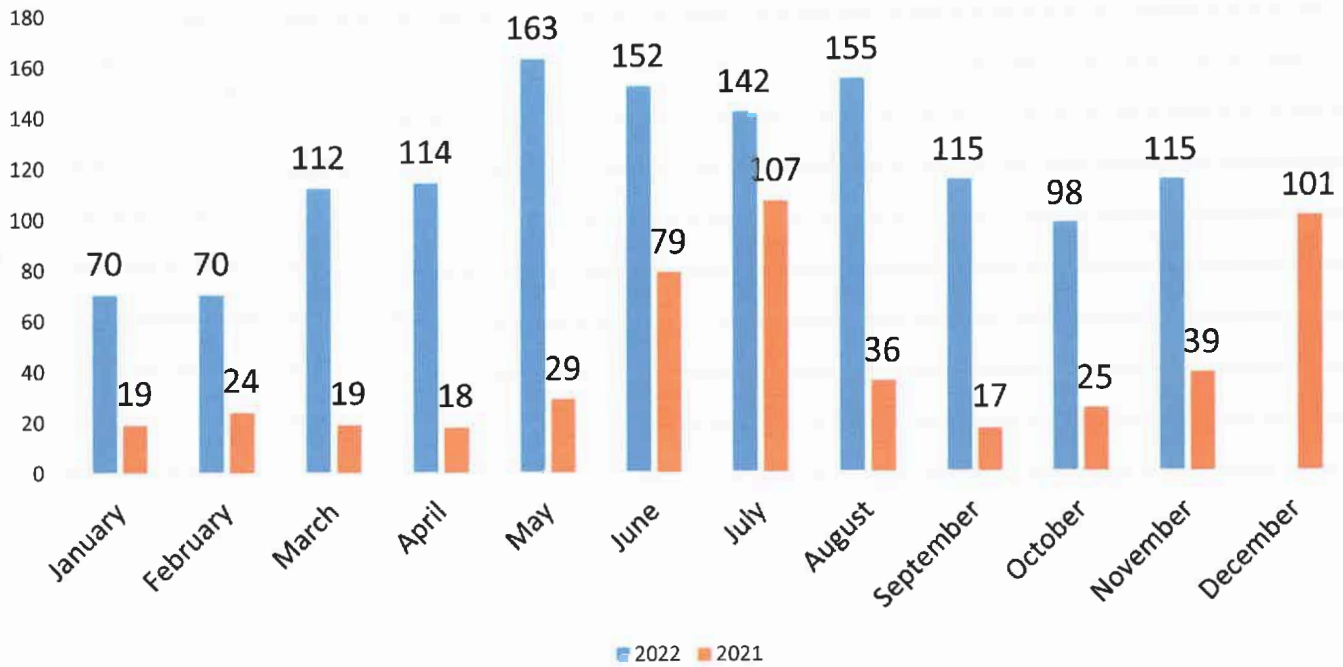
The meeting adjourned at 4:21 p.m. The next meeting is scheduled for Tuesday, December 20, 2022, at 4:00 p.m.

Respectfully submitted,

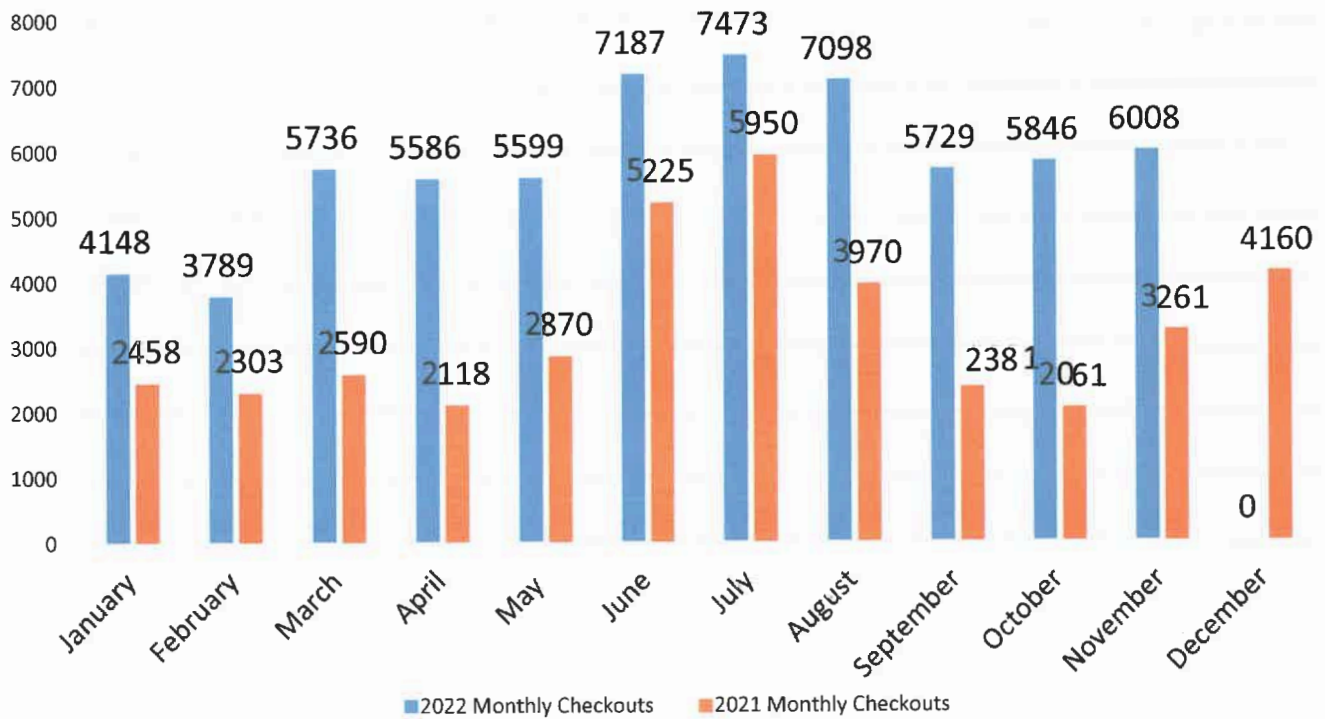
Autumn David

Autumn David, Management Staff Assistant

New Users Monthly Comparison

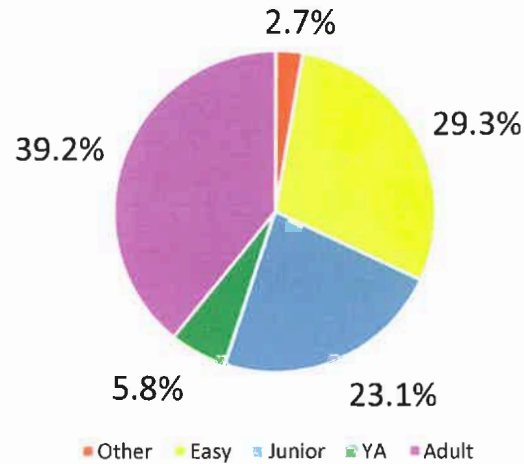


Physical Materials Checkouts



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	2.7%	29.3%	23.1%	5.8%	39.2%
2 - Adult Audiobook	131	164	1758	1387	346	2353
3 - Adult DVDs	213					
4 - Adult Fiction	886					
5 - Adult Graphic Novel	13					
6 - Adult Nonfiction	493					
7 - Board Book	227					
8 - Children's CD Book	27					
9 - Children's Audiobook	53					
10 - Children's DVD	125					
11 - Children's Graphic Novel	0					
12 - Children's Reference	1					
14 - Equipment	0					
16 - Fantasy	26					
17 - Other Language F/NF	13					
19 - Junior Fiction	554					
20 - Junior Graphic Novel	275					
21 - Junior Nonfiction	380					
22 - Large Print	112					
23 - Magazine	20					
25 - Mystery	522					
30 - Oversize	0					
34 - Picture Book	1043					
35 - Prof Collection	46					
36 - Reader	414					
37 - Reference	0					
39 - Science Fiction	45					
42 - Western	24					
44 - Young Adult Audiobook	4					
45 - Young Adult DVD	35					
46 - Young Adult Fiction	126					
47 - Young Adult Graphic Novel	164					
48 - Young Adult Nonfiction	17					
OTAP	6					
Off Site	0					
None/On-the-fly	13					
TOTAL	6008					

**November Circulation
by Material Type**



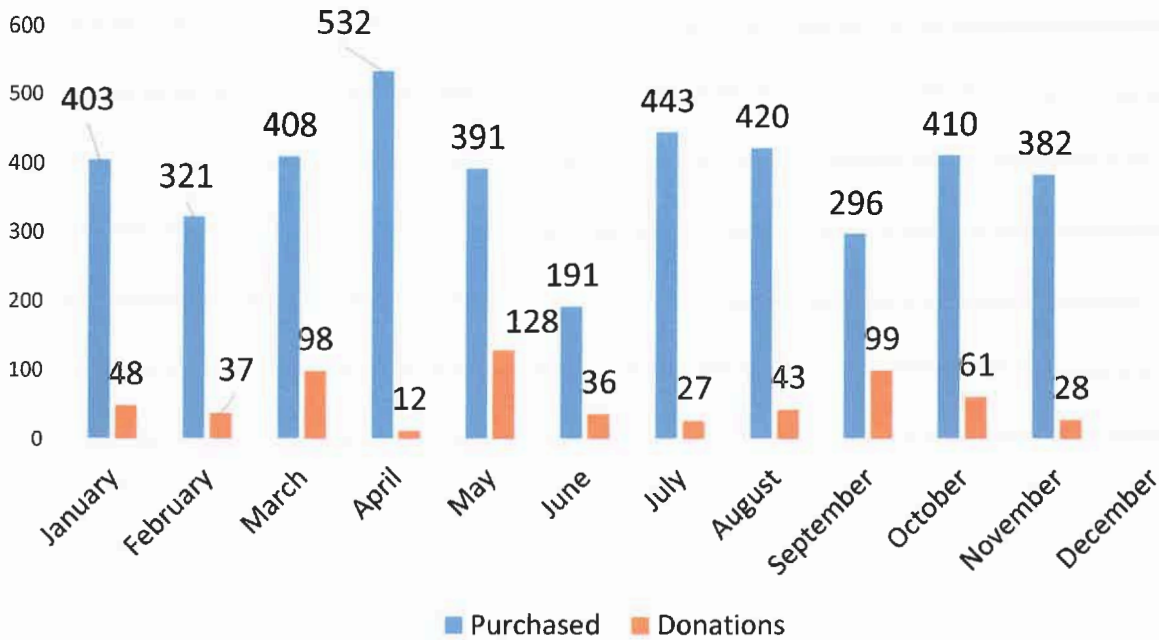
NEW Items Snapshot - December 6, 2022

Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	4138	858	20.73%
Picture Books	543	124	22.84%
Adult Fiction	778	262	33.68%
Junior Fiction	383	35	9.14%
YA Fiction	269	26	9.67%

Circulation Snapshot - December 6, 2022

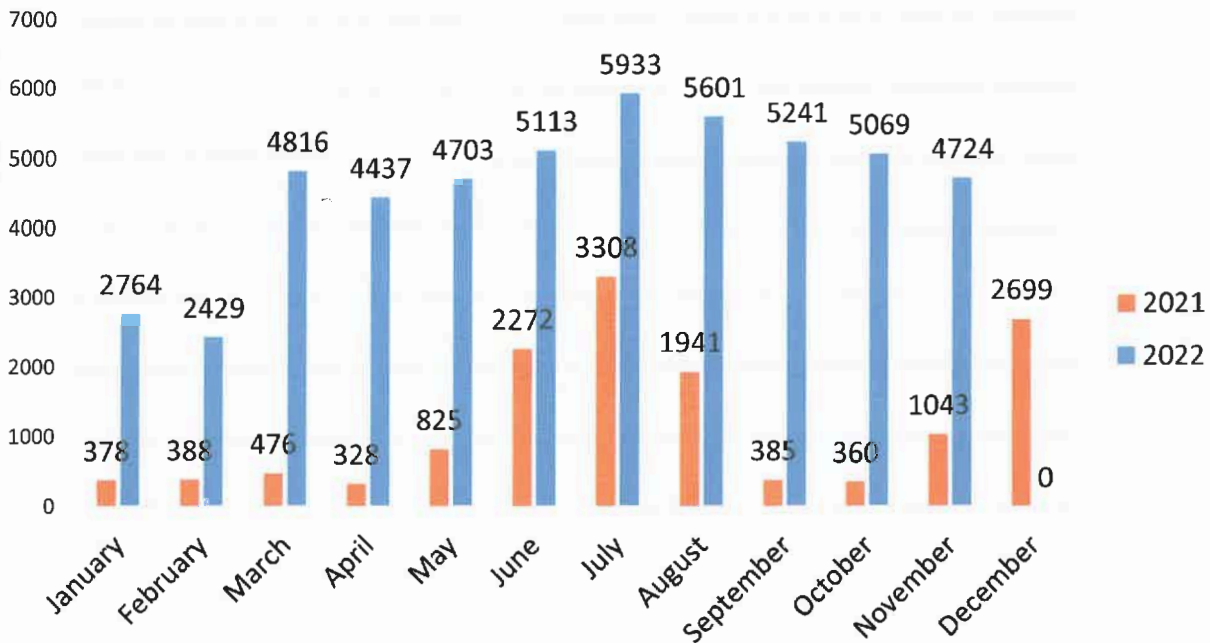
Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1632	2	100	6.1
3 - Adult DVDs	1699	2.1	109	6.4
4 - Adult Fiction	13994	17.5	700	5
5 - Adult Graphic Novel	371	0.5	17	4.6
6 - Adult Nonfiction	15616	19.5	652	4.2
7 - Board Book	598	0.7	207	34.6
8 - Children's CD Book	115	0.1	14	12.2
9 - Children's Audiobook	666	0.8	41	6.2
10 - Children's DVD	876	1.1	54	6.2
11 - Children's Graphic Novel	4	0	1	25
12 - Children's Reference	176	0.2	1	0.6
14 - Equipment	9	0	0	0
16 - Fantasy	200	0.3	33	16.5
17 - Other Language F/NF	826	1	15	1.8
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5121	6.4	560	10.9
20 - Junior Graphic Novel	1284	1.6	207	16.1
21 - Junior Nonfiction	8758	11	366	4.2
22 - Large Print	1868	2.3	122	6.5
23 - Magazine	3411	4.3	16	0.5
25 - Mystery	5688	7.1	371	6.5
27 - Newspaper	6	0	0	0
30 - Oversize	20	0	1	5
34 - Picture Book	5426	6.8	845	15.6
35 - Prof Collection	320	0.4	31	9.7
36 - Reader	2181	2.7	328	15
37 - Reference	513	0.6	0	0
39 - Science Fiction	1320	1.7	53	4
42 - Western	832	1	20	2.4
44 - Young Adult Audiobook	288	0.4	7	2.4
45 - Young Adult DVD	427	0.5	29	6.8
46 - Young Adult Fiction	3197	4	169	5.3
47 - Young Adult Graphic Novel	1308	1.6	136	10.4
48 - Young Adult Nonfiction	905	1.1	30	3.3
49 - Young Adult Reference	0	0	0	0
50 - OTAP	290	0.4	17	5.9
51 - Off Site	1	0	0	0
Total	79973		5252	6.6

Items Added



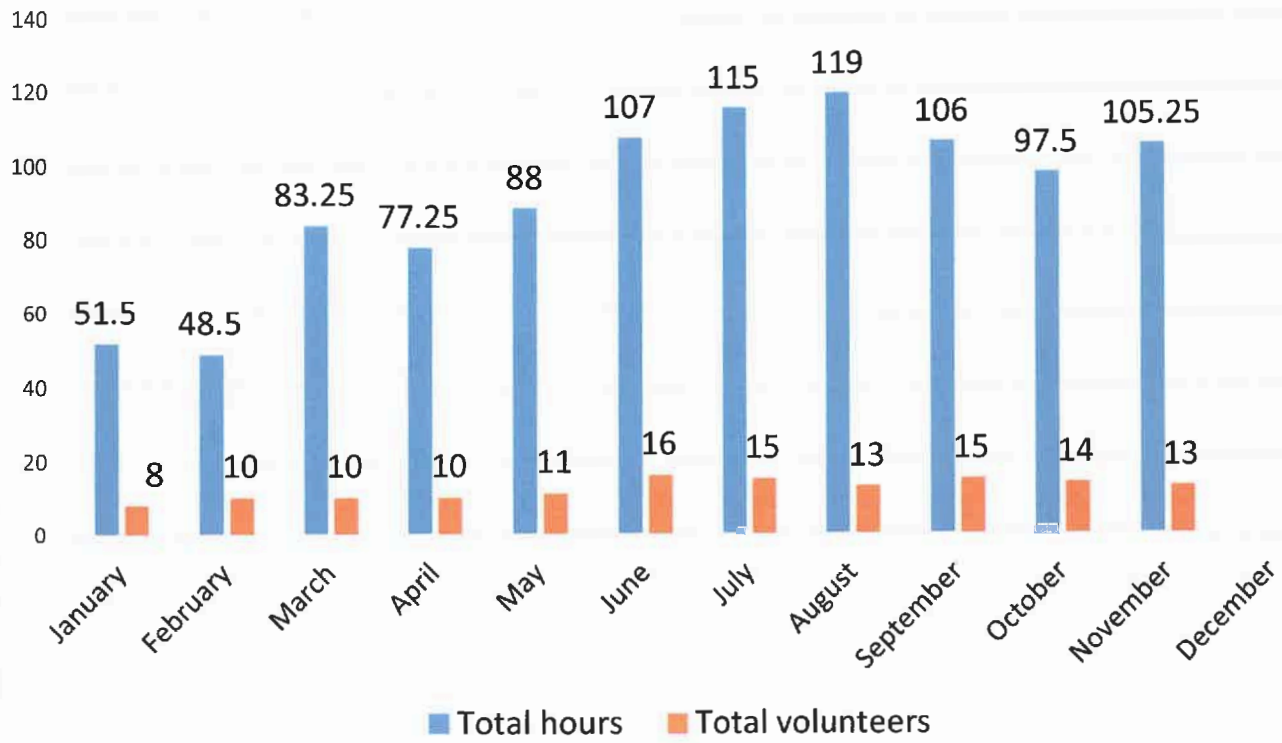
Total value added to collection
November 2022 - \$13,440.99

2021 VS 2022 Monthly Door Count Comparison

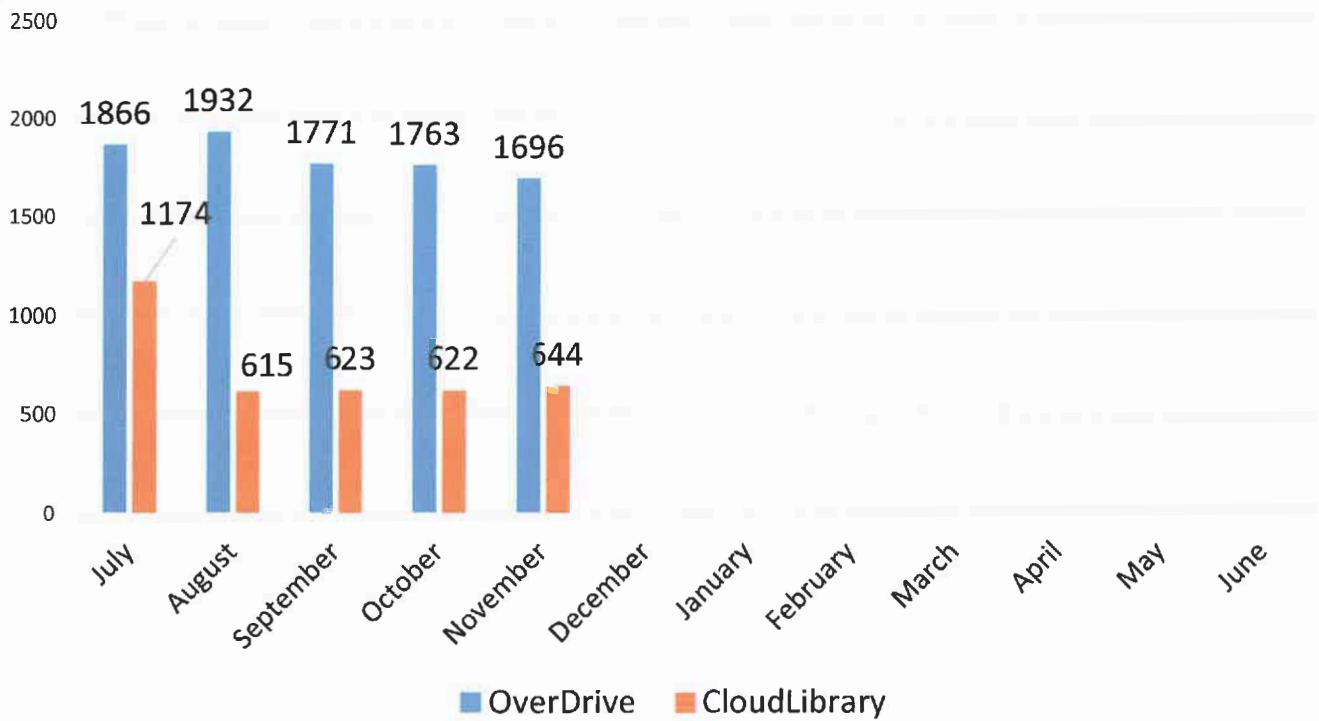


Library Card Sponsorship Program
Number of cards issued FY 2022-2023 – 48

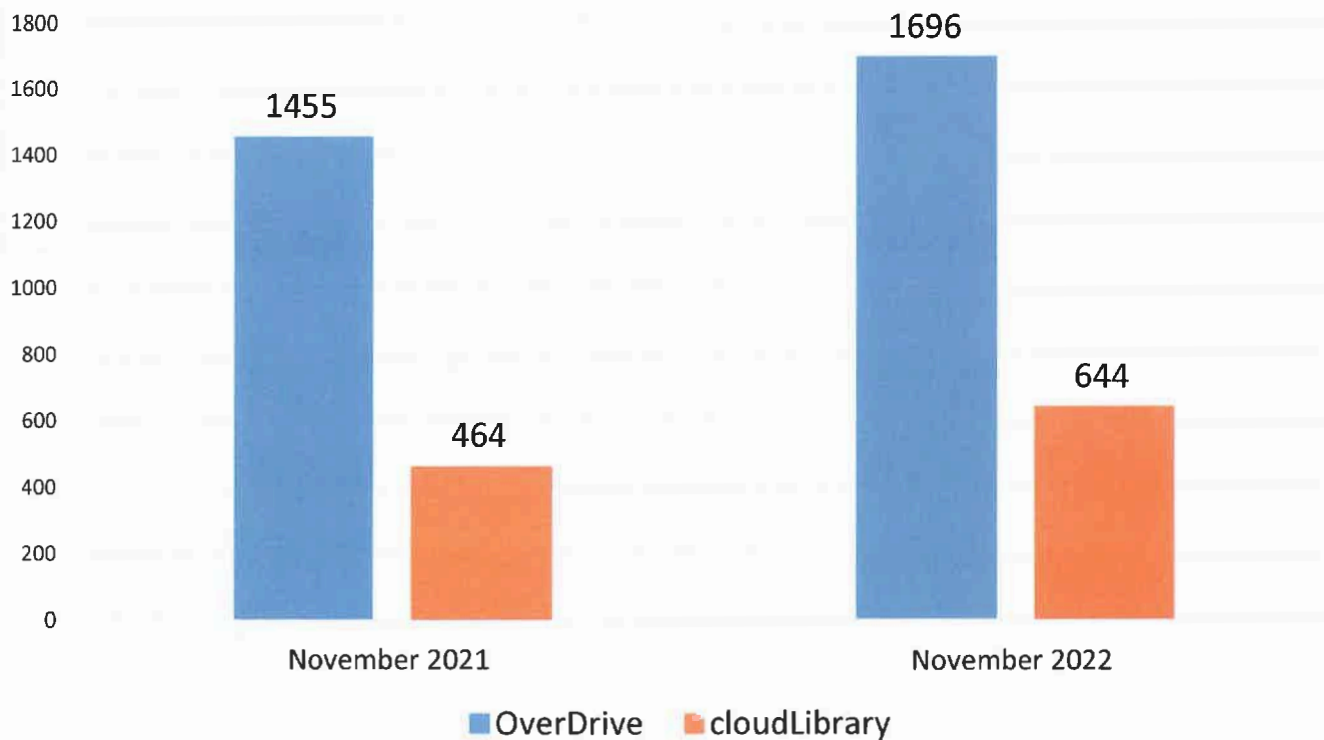
Volunteer Contribution



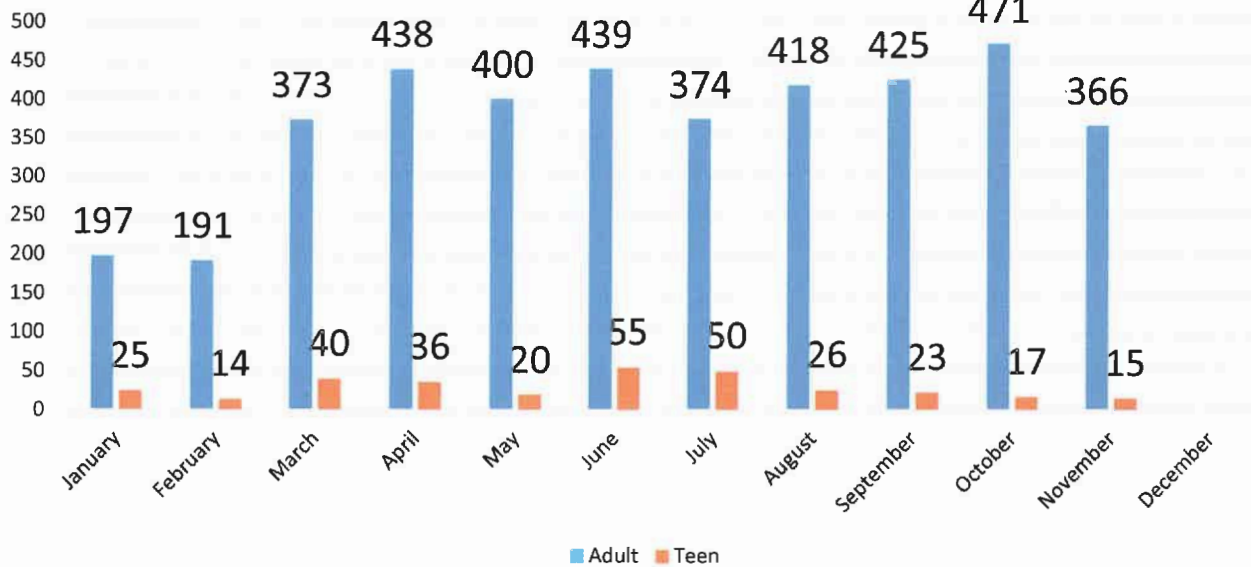
FY 2022-2023 OverDrive & cloudLibrary Circulation



Ebooks Monthly Comparison



Public Computer Use



Children's Programs - Live Sessions Ages 0-5

Date	Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
11/2/2022 storytime	26	x		
11/9/2022 storytime	24	x		
11/12/2022 Spanish Storytime	5	x		
11/16/2022 storytime	46	x		
11/23/2022 storytime	17	x		
11/30/2022 storytime	43	x		
TOTAL	161			

Children's Programs - Live Sessions Ages 6-11

Date	Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
11/1/2022 Coding GWC	4	x		
11/5/2022 Astra	5	x		
11/8/2022 Coding GWC	4	x		
11/15/2022 Coding GWC	4	x		
11/17/2022 Children's Activity	23	x		
11/19/2022 Astra	10	x		
11/22/2022 Coding GWC	4	x		
11/29/2022 Coding GWC	2	x		
TOTAL	56			

Live Teen Programs

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
11/10/2022	Teen Drop-in	0	x		
	TOTAL	0			

Live Adult Programs

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
11/8/2022	Online Book Group	8			x
11/17/2022	Author Sierra Crane Murdoch	8			x
	TOTAL	16			

Live Programs for All Ages

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
11/3/2022	Lego Drop in	26	x		
	TOTAL	26			

Grab-and-Go Craft Kits

Date		Number distributed
11/1/2022	Popsicle Stick Airplanes	114
11/15/2022	Thankful Turkeys	100
11/29/2022	Felt ornaments	114
	TOTAL	328