



**ROSEBURG LIBRARY COMMISSION AGENDA  
TUESDAY, May 17, 2022**

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**4:00 P.M. Regular Meeting  
Electronic Meeting**

**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. April 19, 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, May 17, 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:** June 21, 2022

**VI. INFORMATIONAL**

- A. Monthly Statistics
- B. Programming
- C. Summer Reading Program
- D. Staffing Update
- 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  
April 19, 2022**

**CALL TO ORDER:**

Chair Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:00 p.m. on April 19, 2022, electronically via Zoom in Roseburg, Oregon.

**ROLL CALL:**

Present: Chair Andrea Zielinski and Commissioners Marcy Tassano, Kelly Peter, Juliet Rutter and Francesca Guyer (4:06 p.m.)

Absent: Commissioners Mandy Elder and Theresa Lundy

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 March 15, 2022, minutes. The motion was seconded by Commissioner Rutter and approved with the following vote: Chair Zielinski and Commissioners Tassano, Peter and Rutter voted yes. No one voted no.

**BUSINESS FROM THE COMMISSION:**

Commissioner Tassano reported Grocery Outlet in Roseburg is supporting Dolly Parton's Imagination Library in our service area with a round-up in the month of May.

**NEXT MEETING DATE:**

Tuesday, May 17, 2022, at 4:00 p.m.

**INFORMATIONAL:**

**Monthly Statistics**

Director Wiley presented the monthly statistics. She noted a marked increase in checkouts of physical materials in March, and the library is well on its way to reaching 6000 checkouts in April. Director Wiley is pleased with the percentage of new materials circulating, particularly new adult fiction at about 35 percent. Nearly 6 percent of the collection is checked out at any one time; pre-pandemic that percentage was 7.5 percent to 8 percent.

A record 2331 digital items were checked out in March. Director Wiley reported that she learned a member of our cloudLibrary consortium is leaving the group June 30, and she intends to have conversations with the other consortium members over the next few months and bring information to the Library Commission. The library will need to decide whether to continue with cloudLibrary beyond October 2022.

The library logged more than 4800 visits in March, nearly double the number in February. Other numbers have increased accordingly, including computer sessions.

### **Programming**

Director Wiley reported 14 people watched the live stream of the Dark Skies program in partnership with the Umpqua Valley Audubon Society. Twenty-nine people have watched at least one minute of the program since the live stream.

Director Wiley reported AmeriCorps Participant Lydia Rathe will facilitate a presentation on the history of Umpqua Dairy on Thursday, May 5 at 6:30 p.m. on Facebook Live. She also stated the Online Book Group will continue monthly but will be moving to the second Tuesday of the month at 6:30 p.m. on Zoom beginning in May. Silent Book Group will resume in person in May and eventually will meet the last Thursday of every month at 6:30 p.m. The Edith Wharton author discussion is scheduled for Thursday, April 28 at 6:30 p.m. on Zoom. Email [kwiley@cityofroseburg.org](mailto:kwiley@cityofroseburg.org) for the meeting link or for more information about programming.

Director Wiley reported Youth Services Librarian Aurora Ropp is finalizing preparations for the Summer Reading Program, which will run June 1 through August 20. There will be no new storytimes or grab-and-go craft kits in May.

Librarian Ropp connected with Commissioner Rutter in their work with the Health Care Coalition of Southern Oregon's Community Baby Shower, and the library will give away board books to families with little ones who visit the library April 26.

The library is partnering with Roseburg Parks and Recreation to celebrate Arbor Day with a children's activity book that will be available on a first-come, first-served basis April 28 at the library.

### **Staffing Update**

Director Wiley reported several candidates were interviewed for the Library Aide position, and she expects an offer will be made to a candidate soon.

Director Wiley stated Librarian Ropp has been attending a Diversity, Equity, and Inclusion workshop funded by the State Library of Oregon. She is examining the library Collection Policy and expects to revise it for the Library Commission's review.

Director Wiley reported that she participated in the Library Services and Technology Act (LSTA) grant process through the State Library and had a positive experience. There are amazing projects happening in libraries and museums across the state. Director Wiley will be the chair of the LSTA Committee next year, the final year of her three-year term.

### **Grants Update**

Director Wiley reported the Friends of the Roseburg Public Library and Umpqua Health Alliance signed a grant agreement for \$5000 to support Dolly Parton's Imagination Library this year.

Director Wiley informed members that Commission meetings are not required to be held each month if there are no items to be voted on. She further explained the Library Commission has continued to meet monthly because it is newer, and she likes to share information and provide updates on what is happening at the Library. Staff anticipates there will be no new items for the Commission to vote on next month. Director Wiley intends to continue to meet each month even if there is no item to vote on. Commissioner Tassano stated she enjoys receiving monthly statistics. Commissioner Rutter agreed and added they like the updates on library happenings

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and are happy to continue to meet monthly. Chair Zielinski stated she would also like to continue to meet each month. She added that meetings are great for public outreach and to remind the community about the Library and what a wonderful asset it is.

**ADJOURNMENT:**

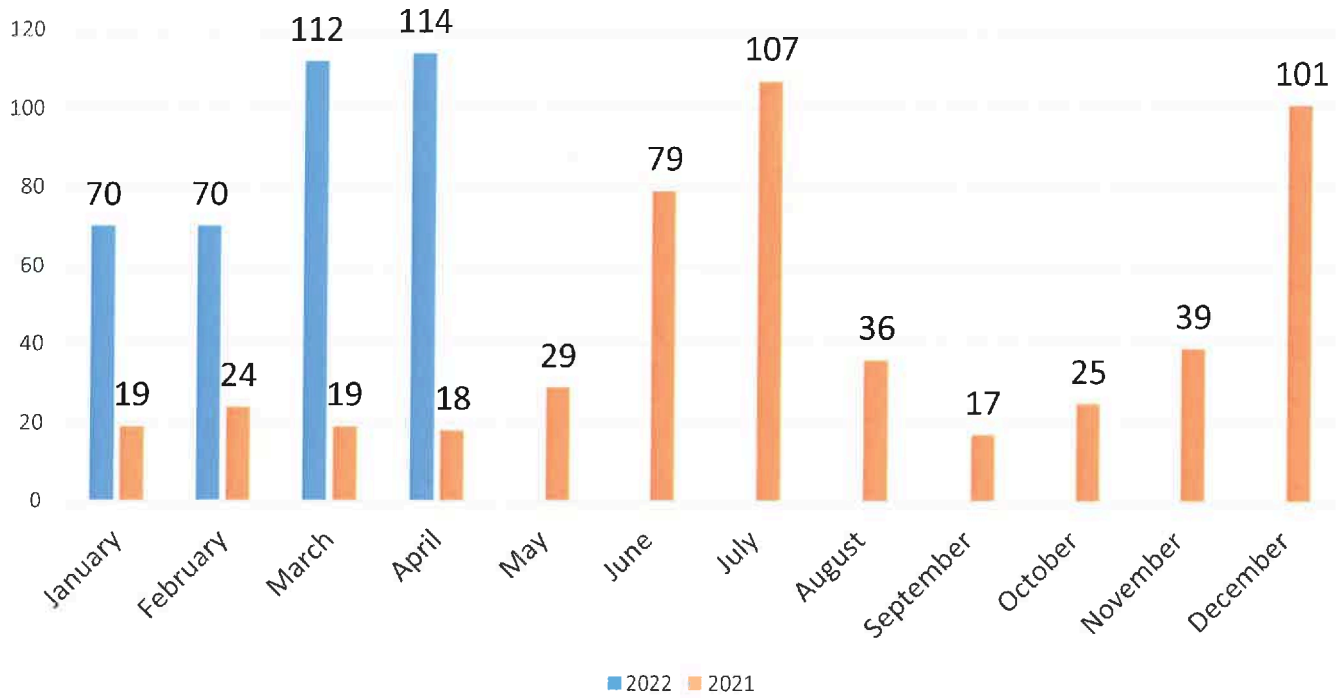
The meeting adjourned at 4:15 p.m. The next meeting is scheduled for Tuesday, May 17, 2022, at 4:00 p.m.

Respectfully submitted,

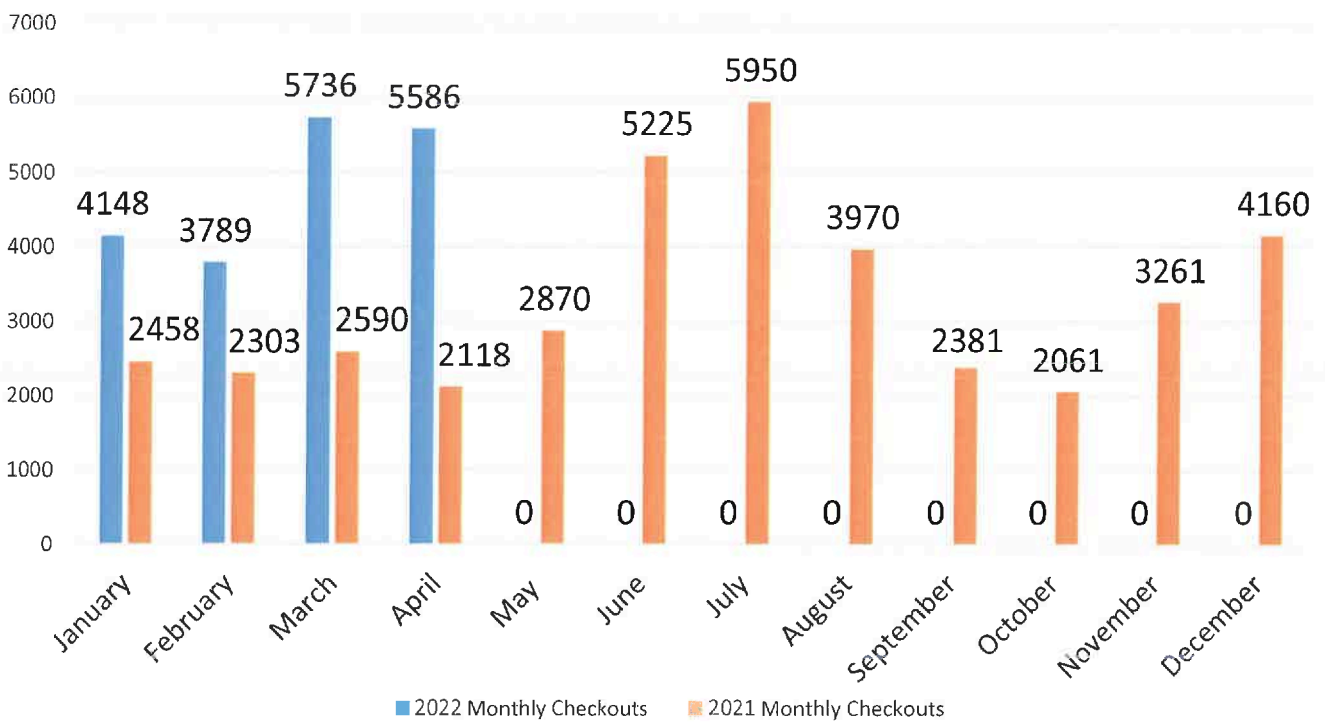
*Autumn David*

Autumn David, Management Staff Assistant

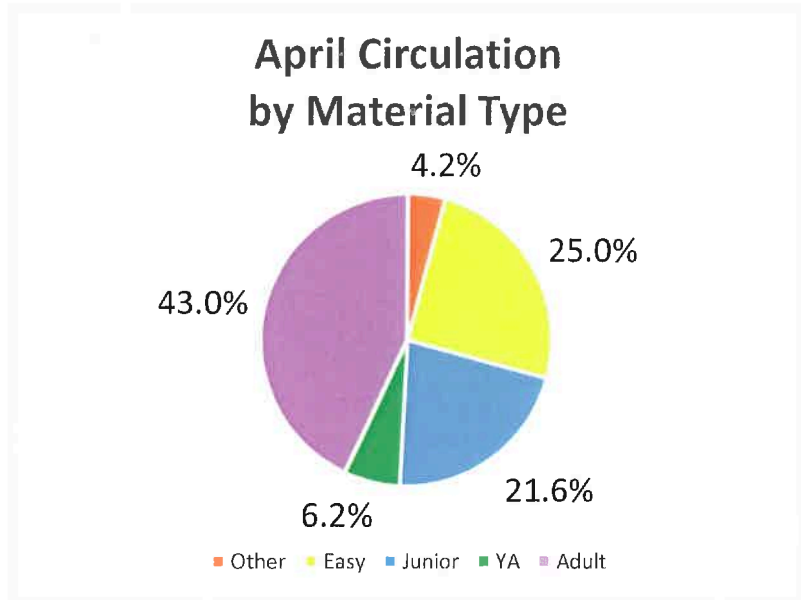
### New Users Monthly Comparison



### Physical Materials Checkouts



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	4.2%	25.0%	21.6%	6.2%	43.0%
2 - Adult Audiobook	112	233	1396	1206	349	2402
3 - Adult DVDs	273					
4 - Adult Fiction	847					
5 - Adult Graphic Novel	15					
6 - Adult Nonfiction	466					
7 - Board Book	250					
8 - Children's CD Book	13					
9 - Children's Audiobook	33					
10 - Children's DVD	99					
11 - Children's Graphic Novel	0					
12 - Children's Reference	0					
16 - Fantasy	17					
17 - Foreign Language F/NF	15					
19 - Junior Fiction	527					
20 - Junior Graphic Novel	218					
21 - Junior Nonfiction	329					
22 - Large Print	175					
23 - Magazine	17					
25 - Mystery	600					
30 - Oversize	0					
34 - Picture Book	847					
35 - Prof Collection	18					
36 - Reader	268					
37 - Reference	0					
39 - Science Fiction	33					
42 - Western	39					
44 - Young Adult Audiobook	31					
45 - Young Adult DVD	49					
46 - Young Adult Fiction	103					
47 - Young Adult Graphic Novel	143					
48 - Young Adult Nonfiction	23					
OTAP	0					
Off Site	0					
None/On-the-fly	26					
<b>TOTAL</b>	<b>5586</b>					



**NEW Items Snapshot - May 5, 2022**

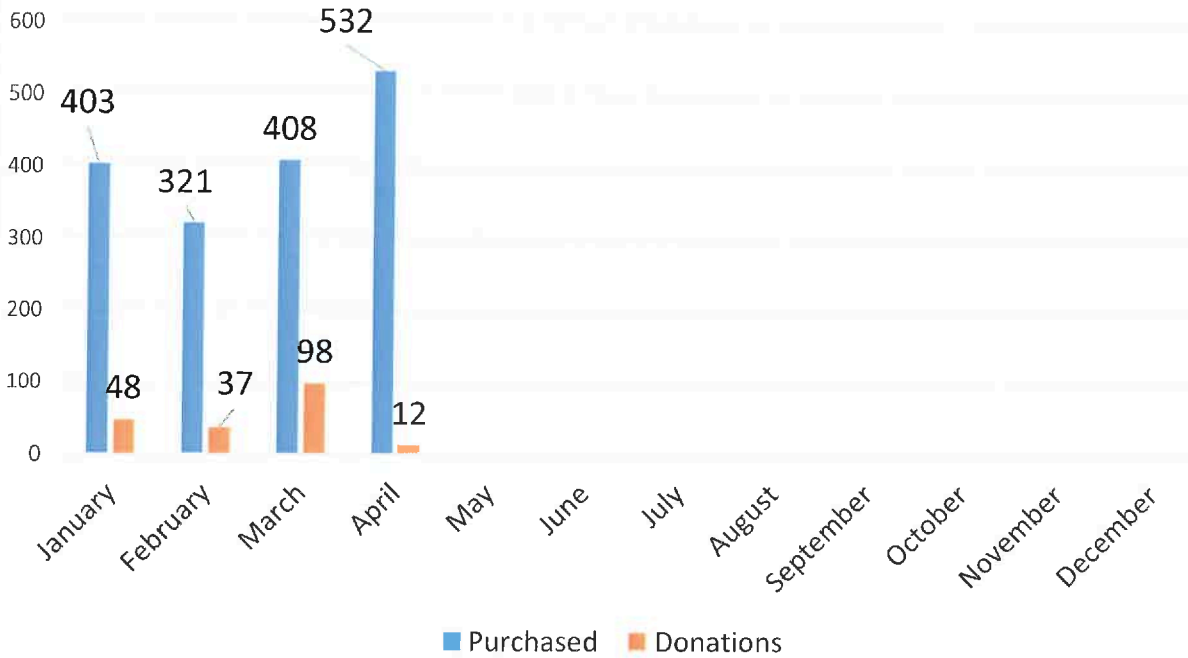
Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	4047	856	21.15%
Picture Books	607	117	19.28%
Adult Fiction	805	254	31.55%
Junior Fiction	372	41	11.02%
YA Fiction	164	18	10.98%

Circulation Snapshot – May 5, 2022

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1757	2.2	78	4.4
3 - Adult DVDs	2151	2.7	93	4.3
4 - Adult Fiction	14652	18.2	643	4.4
5 - Adult Graphic Novel	369	0.5	13	3.5
6 - Adult Nonfiction	15773	19.6	547	3.5
7 - Board Book	561	0.7	164	29.2
8 - Children's CD Book	115	0.1	10	8.7
9 - Children's Audiobook	647	0.8	32	4.9
10 - Children's DVD	780	1	50	6.4
11 - Children's Graphic Novel	6	0	1	16.7
12 - Children's Reference	177	0.2	0	0
14 - Equipment	9	0	0	0
16 - Fantasy	186	0.2	12	6.5
17 - Other Language F/NF	790	1	17	2.2
18 - Govdoc	27	0	0	0
19 - Junior Fiction	4886	6.1	547	11.2
20 - Junior Graphic Novel	1150	1.4	188	16.3
21 - Junior Nonfiction	8666	10.8	288	3.3
22 - Large Print	1820	2.3	125	6.9
23 - Magazine	3273	4.1	17	0.5
25 - Mystery	6224	7.7	392	6.3
27 - Newspaper	6	0	0	0
30 - Oversize	52	0.1	1	1.9
34 - Picture Book	5325	6.6	630	11.8
35 - Prof Collection	321	0.4	25	7.8
36 - Reader	2074	2.6	283	13.6
37 - Reference	511	0.6	0	0
39 - Science Fiction	1317	1.6	41	3.1
42 - Western	815	1	20	2.5
44 - Young Adult Audiobook	282	0.3	13	4.6
45 - Young Adult DVD	396	0.5	37	9.3
46 - Young Adult Fiction	3025	3.8	121	4
47 - Young Adult Graphic Novel	1249	1.6	124	9.9
48 - Young Adult Nonfiction	886	1.1	26	2.9
49 - Young Adult Reference	0	0	0	0
50 - OTAP	298	0.4	23	7.7
5i - Off Site	1	0	0	0
Total	80577		4561	5.7

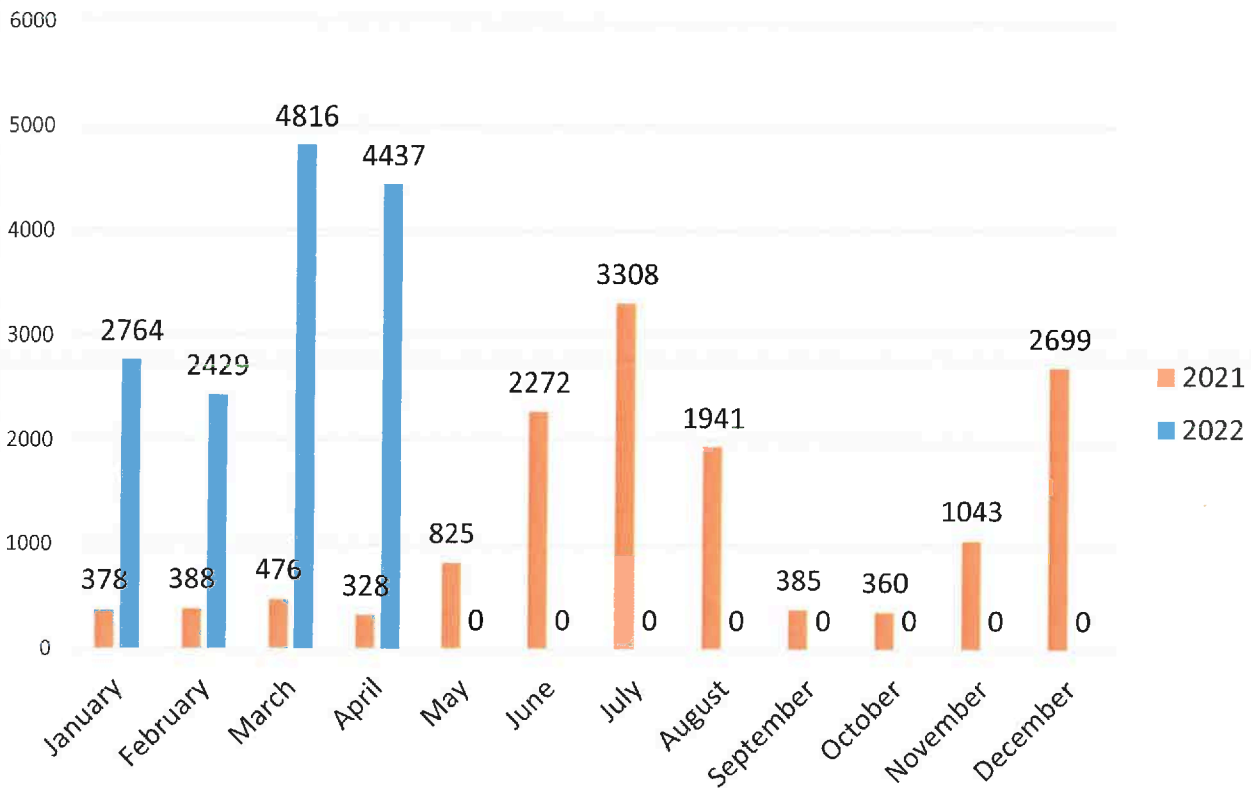
Library Card Sponsorship Program  
Number of cards issued FY 2021-2022 – 77

### Items Added



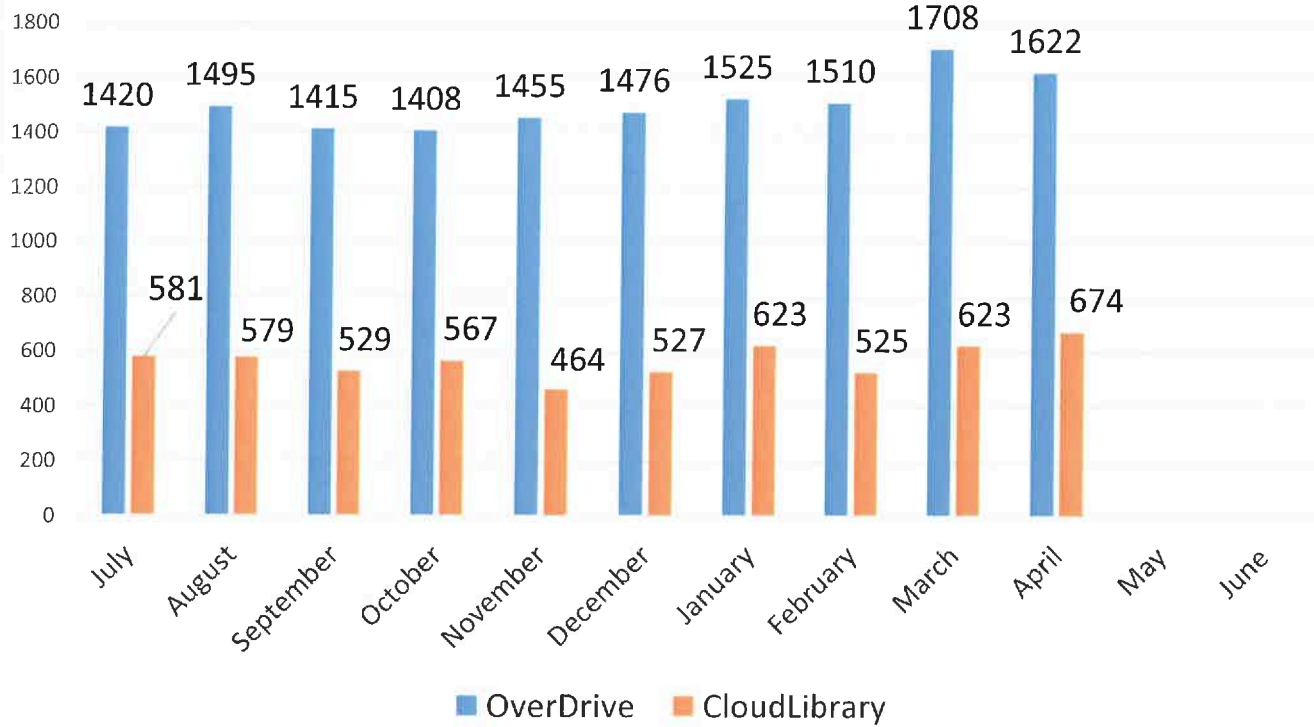
Total value added to collection  
April 2022 - \$10,357.53

### 2021 VS 2022 Monthly Door Count Comparison

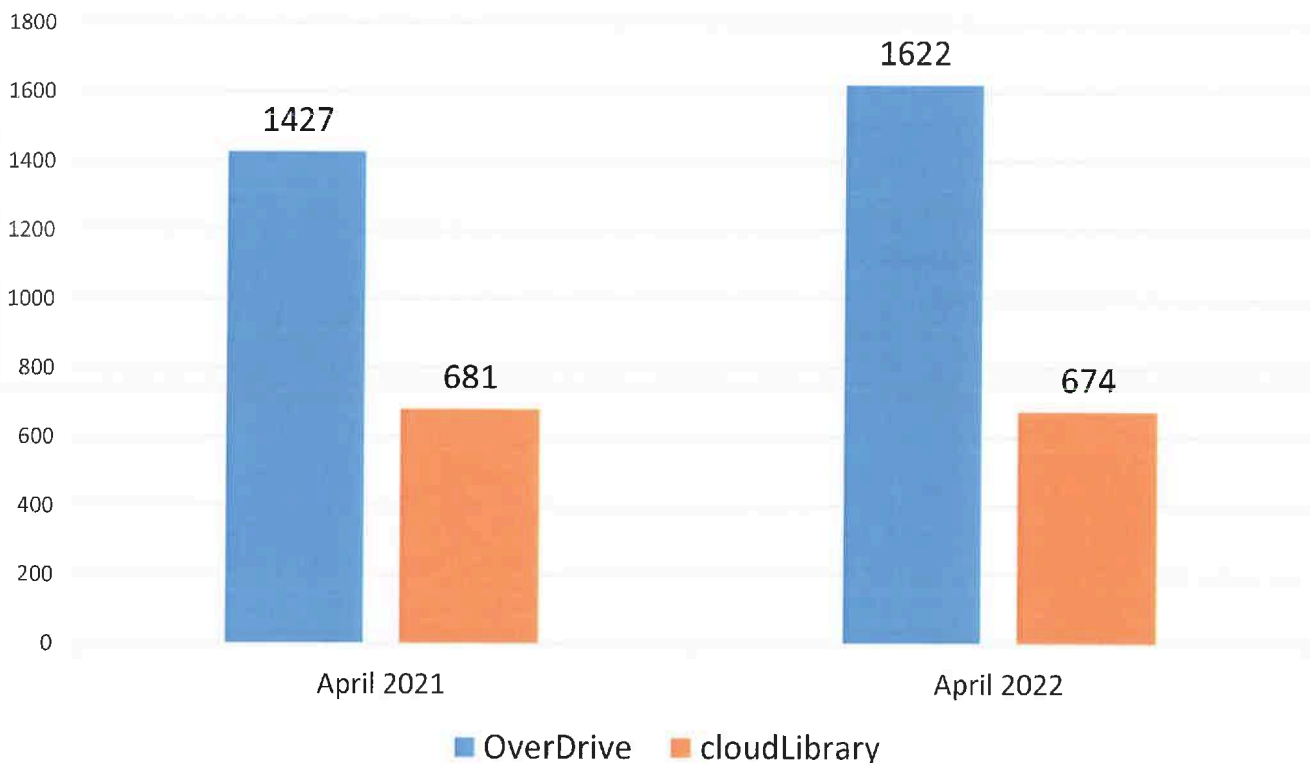




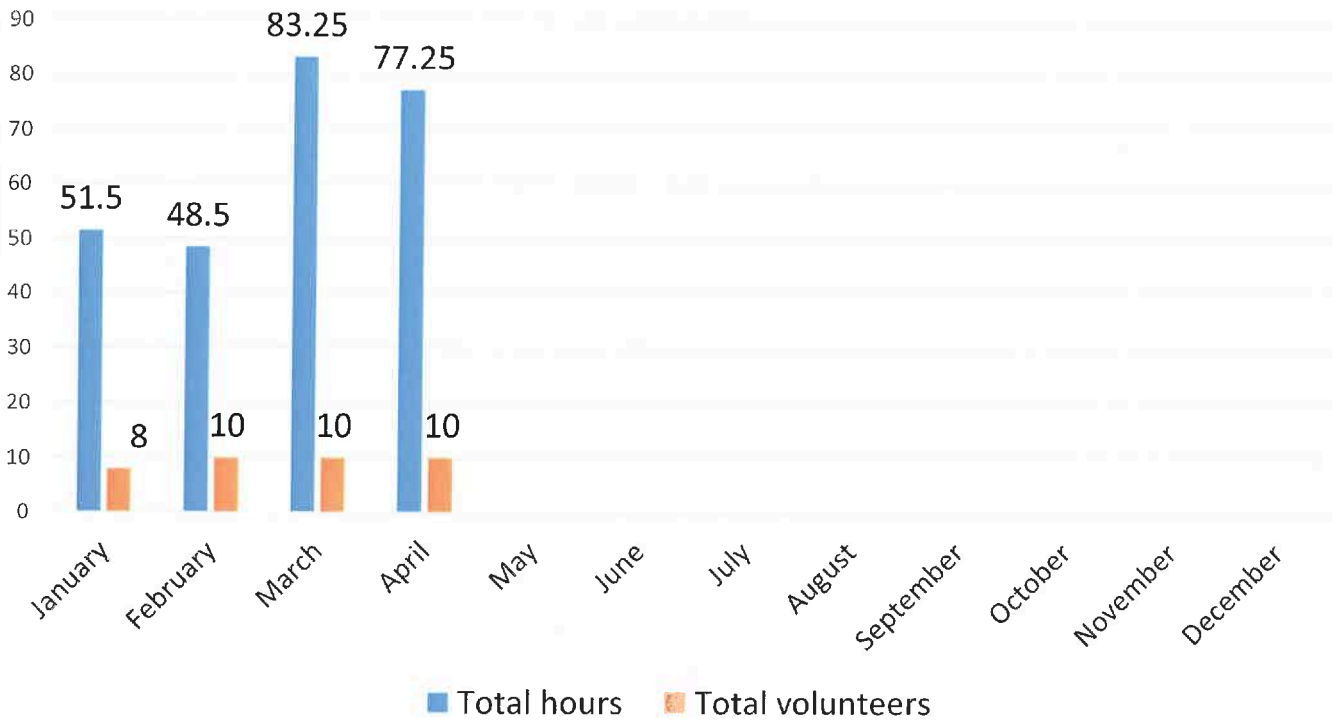
### FY 2021-2022 OverDrive & cloudLibrary Circulation



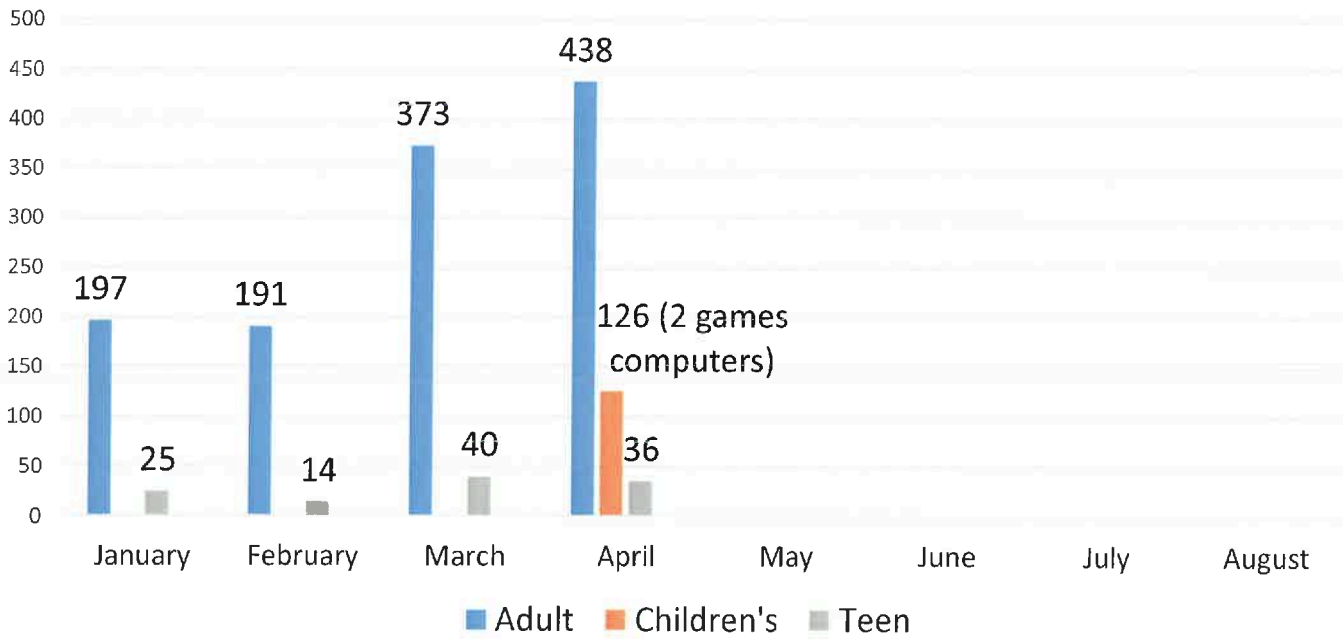
### Ebooks Monthly Comparison



### 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>
4/14/2022 Dark Skies Program (w/Audubon Society)	14			x
4/26/2022 Online Book Group	5			x
4/28/2022 Author Discussion Group	6			x
<b>TOTAL</b>	<b>25</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>
4/6/2022	Storytime	6
4/13/2022	Storytime	8
4/14/2022	Dark Skies Program	27
4/20/2022	Storytime	2
4/27/2022	Storytime	5
<b>TOTAL</b>		<b>48</b>