

9-12-2024

ROSEBURG LIBRARY COMMISSION AGENDA
Tuesday, September 17, 2024
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: Mandy Elder Francesca Guyer Brady McNulty
 Shirley Lindell Marcy Tassano Vacant

III. APPROVAL OF MINUTES

A. August 20, 2024

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@roseburgor.gov or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg, prior to **1:00 p.m. on the day of the meeting**. 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: October 15, 2024

VI. INFORMATIONAL

- A. Presentation – 2024 Annual Report to State Library
 - 1. [Link to 2024 draft report](#)
 - 2. [Link to 2023 final report](#)
- B. Monthly Statistics
- C. Summer Reading Program Review
- D. Fall Programming
- E. Staffing Update
- F. 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
August 20, 2024**

1. CALL TO ORDER

Chair Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:02 p.m. on August 20, 2024, in the Deer Creek Room at Roseburg Public Library, 1409 NE Diamond Lake Blvd., Ste. 100, Roseburg, Oregon and electronically via Zoom.

2. ROLL CALL

Present Commissioners Francesca Guyer, Mandy Elder (via Zoom), Shirley Lindell (via Zoom), Brady McNulty (via Zoom), Marcy Tassano, and Andrea Zielinski

Absent Commissioner Juliet Rutter

Attending Staff Library Director Kris Wiley, Youth Services Librarian Aurora Ropp, City Recorder Amy Nytes, and Management Staff Assistant Grace Jelks

Others Present None

3. APPROVAL OF MINUTES

Commissioner Guyer moved to approve the July 16, 2024, minutes. The motion was seconded by Commissioner Tassano and approved with the following vote: Commissioners Guyer, Elder, Lindell, McNulty, Tassano, and Zielinski voted yes. No Commissioners voted no. The motion passed unanimously.

4. AUDIENCE PARTICIPATION

None.

5. BUSINESS FROM THE COMMISSION

Commissioner Tassano reported that the Friends of the Library will be holding a book sale on September 5th through September 7th, there will be bargain books for fifty cents, all books are free on Saturday, and we are looking for volunteers to help set up and take down.

6. NEXT MEETING DATE

Tuesday, September 17, 2024, at 4:00 p.m. This will be a hybrid meeting.

7. INFORMATIONAL

A. Monthly Statistics

Director Wiley reported library circulation in July was an all-time high of 10,834. 71% of checkouts were physical items, and 62% of those were youth materials.

Digital magazines circulated 221 times in the first month of the service. That compares favorably with other libraries with similar numbers of cardholders.

Attendance at youth programs was amazing, and Director Wiley thanked Librarian Ropp and the entire library staff for their work ensuring a successful summer. She especially thanked staff and volunteers for their contributions to prepare and deliver Harry Potter Day.

Commissioner comments and questions included clarification of the statistics for checkouts in a day, high number of junior nonfiction checkouts, and adult fiction checkouts.

Director Wiley clarified the data show physical checkouts are for the day the report is run, 28% of junior graphic novels were checked out, 5% of checkouts were junior nonfiction, which accounts for 11% of the library's entire collection, our checkouts normally see an increase during the summer break, and it is common for adults to check out junior nonfiction and graphic novels.

B. Summer Reading Programming

Director Wiley reported the Summer Reading Program ends Saturday, August 24. All book reviews and reading logs must be submitted by 2 p.m. Staff will report on participation at the September meeting. We have appreciated being able to provide outreach and free books at Lunchbox Express (ended last week), Boys and Girls Club (ends tomorrow), and Sunshine Park Apartments (ends this Friday).

Youth Services Librarian Aurora Ropp reported that it has been a great summer, we had 1,985 people attending our pre-K through fifth grade programs, and this is the last week of summer programs.

C. Fall Programming

Director Wiley reported author Eileen Garvin will visit by Zoom on Thursday, September 19 at 6:30 p.m. to discuss her second novel, "Crow Talk." For the first time, the library is hosting an in-person gathering in which the author will be projected on the large screen in the Deer Creek Room. The event will be streamed on Facebook Live for viewers at home.

Director Wiley is focused on delivering the Americans and the Holocaust exhibition in November and December. The exhibition will be on display in the Deer Creek Room, and there will be four live public programs tied into the exhibition.

Youth Services Librarian Aurora Ropp reported that she is taking a break in September to focus on fall and winter programming, the first kids event will be on October 2nd, the first storytime of the year will focus on celebrating our sponsors and Dolly Parton's Imagination Library, Lego Days will be returning, and we received 36 3D STEM pens from the Umpqua Valley STEAM Hub to use with our

3D printer and other programs. We do make an effort to talk to every kid that comes in to get them signed up with Dolly Parton's Imagination Library.

Commissioner comments and questions included request for more details on the October celebration event and whether any kid can sign up for Dolly Parton's Imagination Program.

Director Wiley clarified that Commissioners will be receiving an invitation to the Fifth Anniversary Dolly Parton Imagination Library Celebration on October 2nd, the local program started in 2019, we have about 1500 kids currently registered to receive a free book every month, tens of thousands of books have been mailed since the beginning of the program, all kids in a service area that is sponsored by an affiliate can sign up, our service area is sponsored by the Friends of the Library, and the State is really making an effort to make sure all kids in all service areas can sign up.

D. Staffing Update

Director Wiley reported the library received 90 applications for the two part-time library aide positions. Interviews are scheduled for August 26. Our goal is to onboard two aides by mid-September.

Commissioner comments and questions included clarification of staffing support for the Maker Space program.

Director Wiley clarified the Maker Space program was started by a RARE AmeriCorps member before COVID, we set it up by the front desk to get more engagement as people walk by, and we want to continue the program using what we have learned since it was first set up.

E. Grants Update

Director Wiley reported the library applied for the annual Ready to Read grant from the State Library of Oregon. We again are asking for support to add staff during the Summer Reading Program.

Director Wiley will meet with LeeAnn Grogan from The Ford Family Foundation to update her on the library's Spanish language collection. To date, the library has added 196 titles to the collection. There have been 73 checkouts of materials purchased since January 1, 2024. Most checkouts have been of picture books and junior titles.

The library has an ongoing survey for patrons to suggest types of Spanish materials they would like in the collection. Twelve people have responded to the survey. The most requested item is picture books. Fiction and nonfiction are requested. The vast majority of respondents are interested in books originally published in Spanish, especially books from Mexico.

Director Wiley is working on the annual report to the State Library, and it will be brought to the Commission at the next meeting. Commissioner Rutter has resigned her position, and we will be advertising the vacancy after the next Council meeting on August 26, 2024.

8. ADJOURNMENT

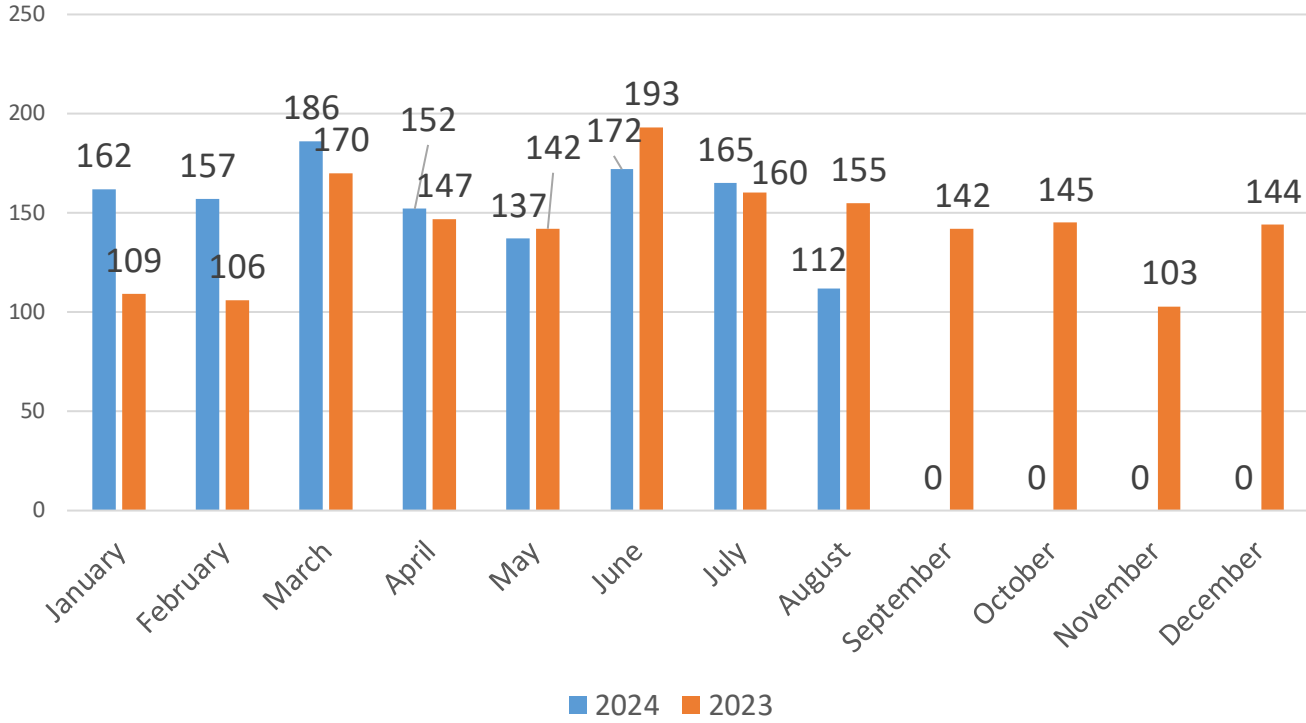
The Roseburg Library Commission meeting adjourned at 4:30 p.m.

Respectfully submitted,

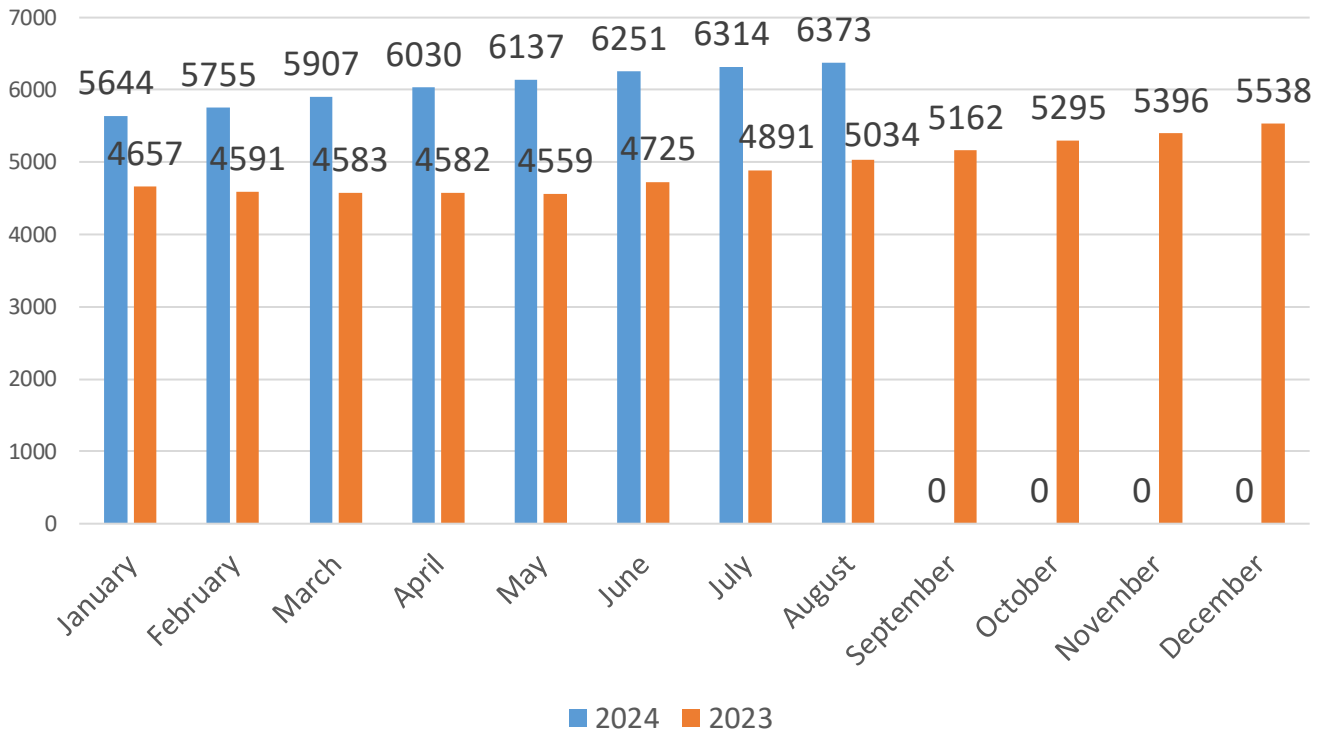
Grace Jelks

Grace Jelks, Management Staff Assistant

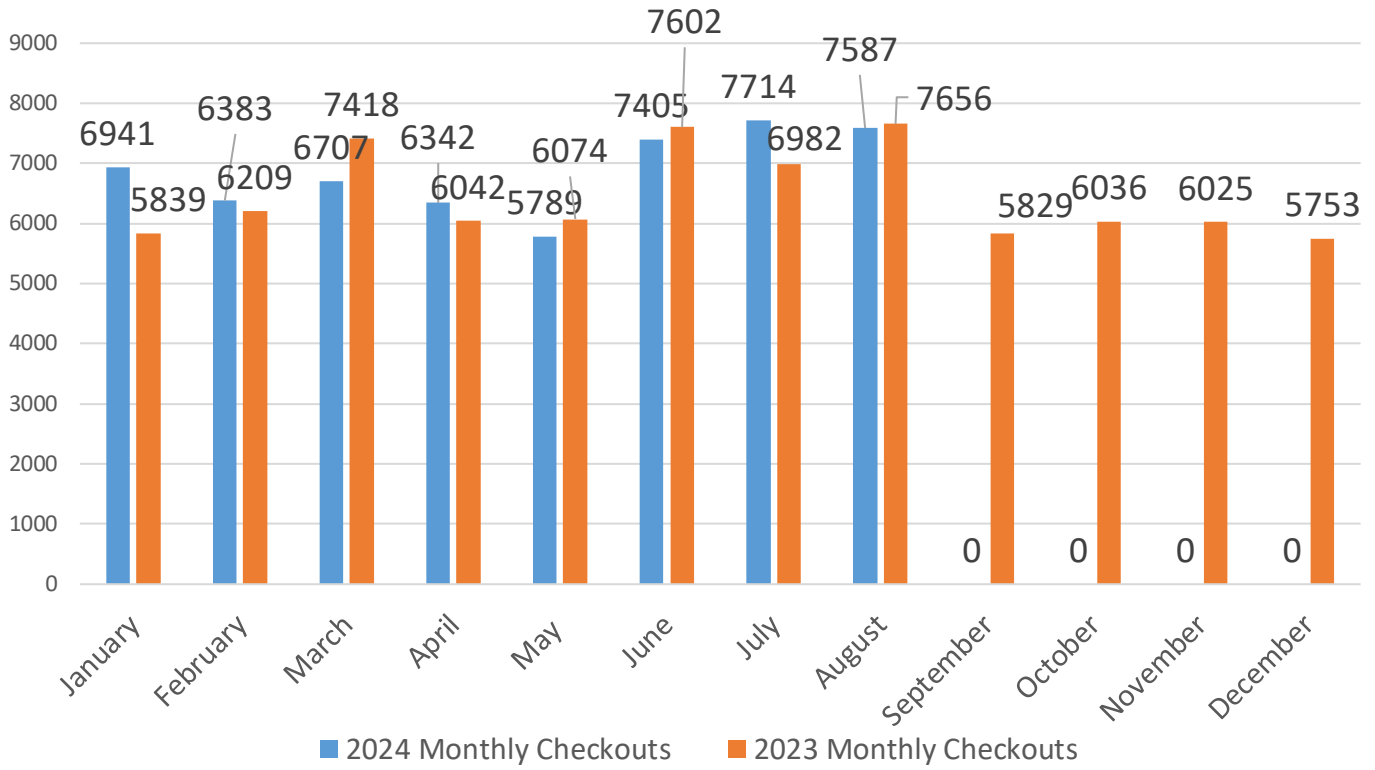
New Users



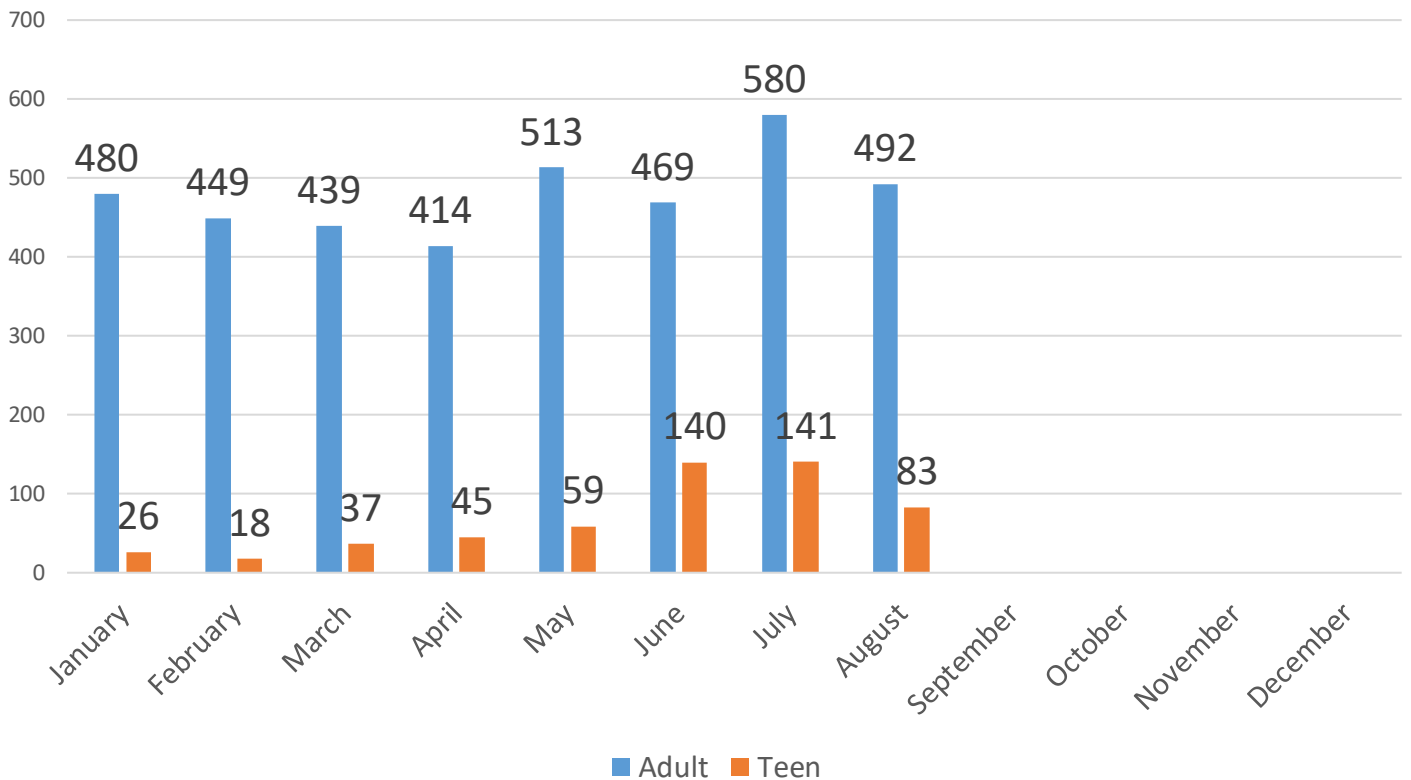
Total Active Users Monthly Comparison



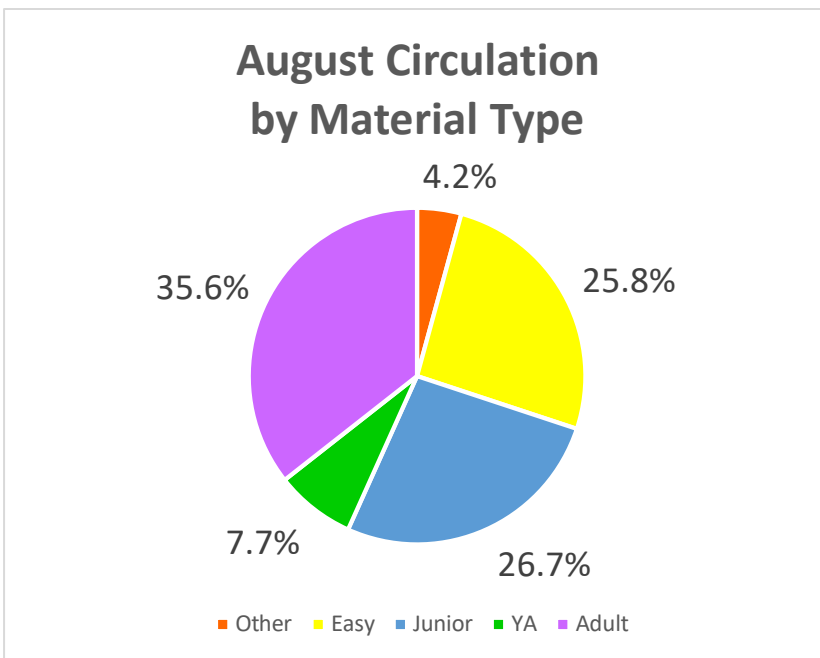
Physical Materials Checkouts



Public Computer Use



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	4.2%	25.8%	26.7%	7.7%	35.6%
2 - Adult Audiobook	165	322	1960	2022	583	2700
3 - Adult DVDs	366					
4 - Adult Fiction	1037					
5 - Adult Graphic Novel	15					
6 - Adult Nonfiction	521					
7 - Board Book	182					
8 - Children's CD Book	12					
9 - Children's Audiobook	57					
10 - Children's DVD	208					
11 - Children's Graphic Novel	3					
12 - Children's Reference	2					
14 - Equipment	0					
16 - Fantasy	10					
17 - Other Language F/NF	28					
19 - Junior Fiction	871					
20 - Junior Graphic Novel	517					
21 - Junior Nonfiction	369					
22 - Large Print	185					
23 - Magazine	29					
25 - Mystery	483					
30 - Oversize	0					
34 - Picture Book	1283					
35 - Prof Collection	41					
36 - Reader	437					
37 - Reference	0					
39 - Science Fiction	47					
42 - Western	56					
44 - Young Adult Audiobook	6					
45 - Young Adult DVD	56					
46 - Young Adult Fiction	171					
47 - Young Adult Graphic Novel	310					
48 - Young Adult Nonfiction	40					
OTAP	0					
Off Site	0					
None/On-the-fly	80					
TOTAL	7587					

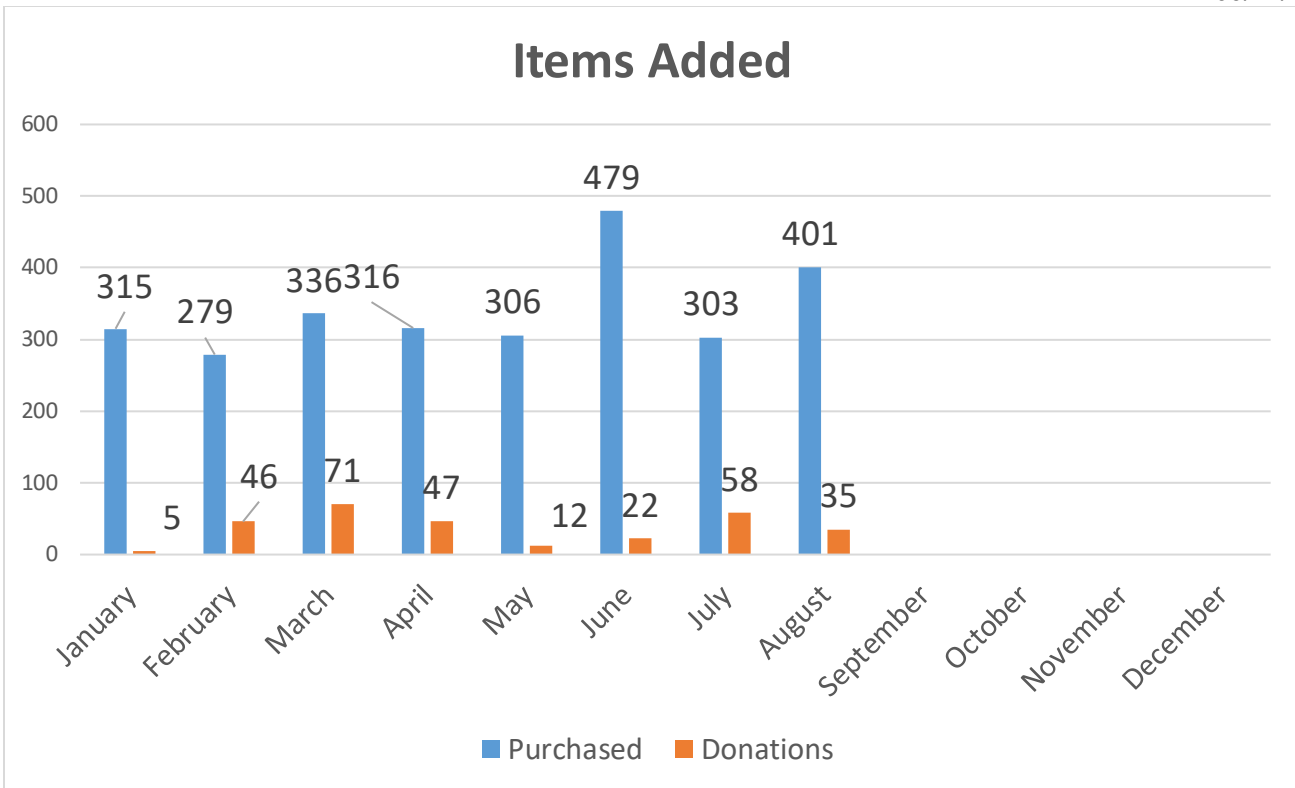


NEW Items Snapshot - September 4, 2024

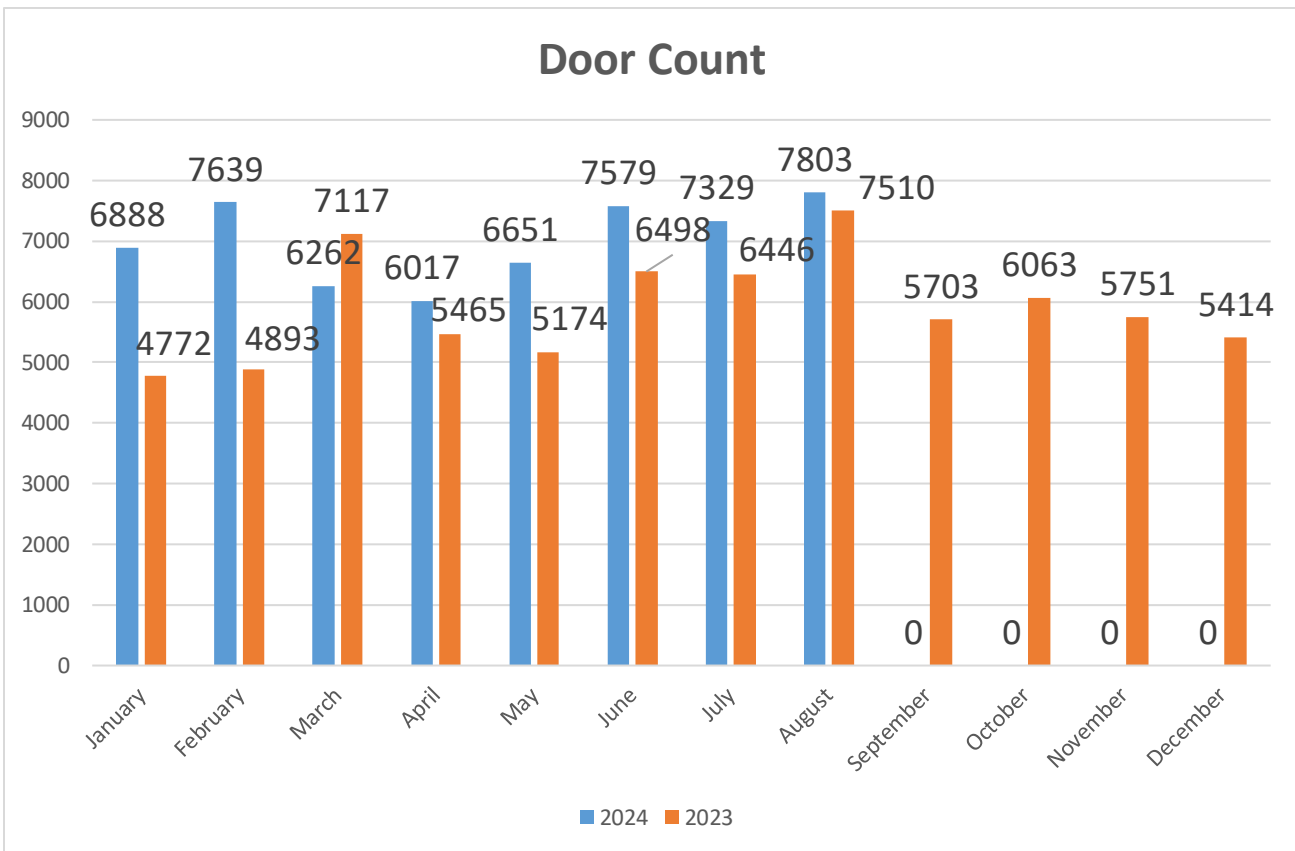
Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	4226	1072	25.37%
Picture Books	694	208	29.97%
Adult Fiction	720	298	41.39%
Junior Fiction	417	53	12.71%
YA Fiction	275	20	7.27%

Circulation Snapshot - September 4, 2024

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	83	0.1	0	0
2 - Adult Audiobook	1683	2.1	118	7
3 - Adult DVDs	1829	2.2	109	6
4 - Adult Fiction	13982	17.1	930	6.7
5 - Adult Graphic Novel	372	0.5	19	5.1
6 - Adult Nonfiction	13641	16.7	696	5.1
7 - Board Book	708	0.9	191	27
8 - Children's CD Book	109	0.1	11	10.1
9 - Children's Audiobook	679	0.8	65	9.6
10 - Children's DVD	869	1.1	128	14.7
11 - Children's Graphic Novel	5	0	3	60
12 - Children's Reference	177	0.2	0	0
14 - Equipment	12	0	0	0
16 - Fantasy	247	0.3	24	9.7
17 - Other Language F/NF	1071	1.3	27	2.5
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5747	7	934	16.3
20 - Junior Graphic Novel	1666	2	404	24.2
21 - Junior Nonfiction	9088	11.1	401	4.4
22 - Large Print	1826	2.2	122	6.7
23 - Magazine	3618	4.4	27	0.7
25 - Mystery	6031	7.4	338	5.6
27 - Newspaper	7	0	0	0
30 - Oversize	19	0	0	0
34 - Picture Book	6066	7.4	1073	17.7
35 - Prof Collection	315	0.4	44	14
36 - Reader	2165	2.7	438	20.2
37 - Reference	518	0.6	1	0.2
39 - Science Fiction	1332	1.6	54	4.1
42 - Western	728	0.9	32	4.4
44 - Young Adult Audiobook	292	0.4	6	2.1
45 - Young Adult DVD	445	0.5	63	14.2
46 - Young Adult Fiction	3332	4.1	237	7.1
47 - Young Adult Graphic Novel	1590	1.9	256	16.1
48 - Young Adult Nonfiction	935	1.1	45	4.8
49 - Young Adult Reference	0	0	0	0
50 - OTAP	426	0.5	6	1.4
51 - Off Site	1	0	0	0
52 - DESD	0	0	0	0
Total	81641		6802	8.3

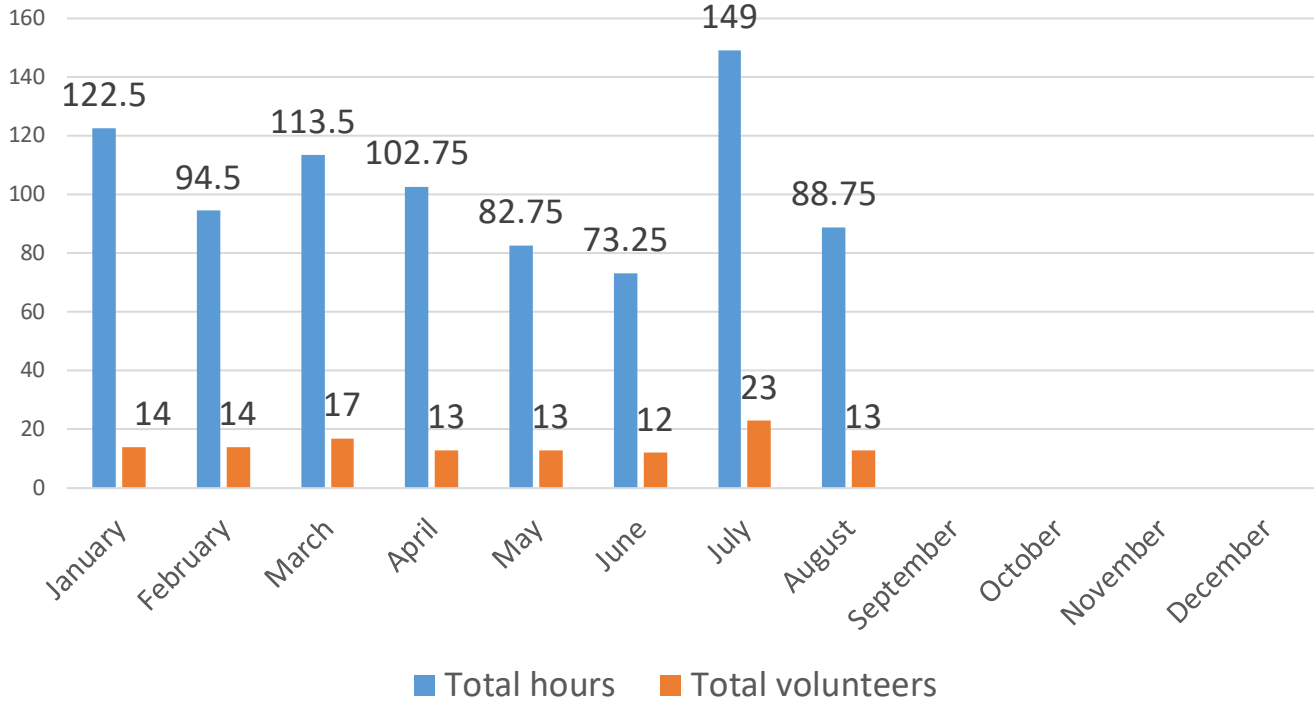


Total value added to collection
August 2024 - \$16,738.60

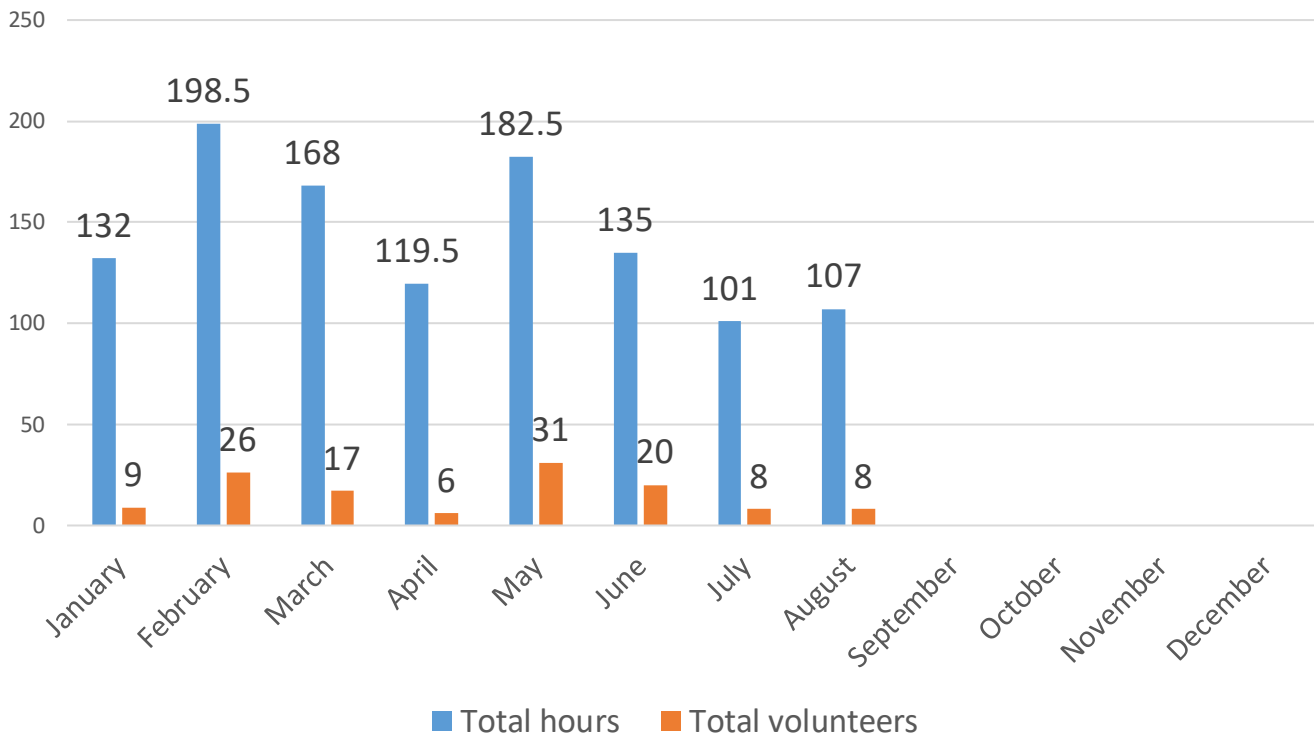


Library Card Sponsorship Program
Number of cards issued FY 2024-25 – 0

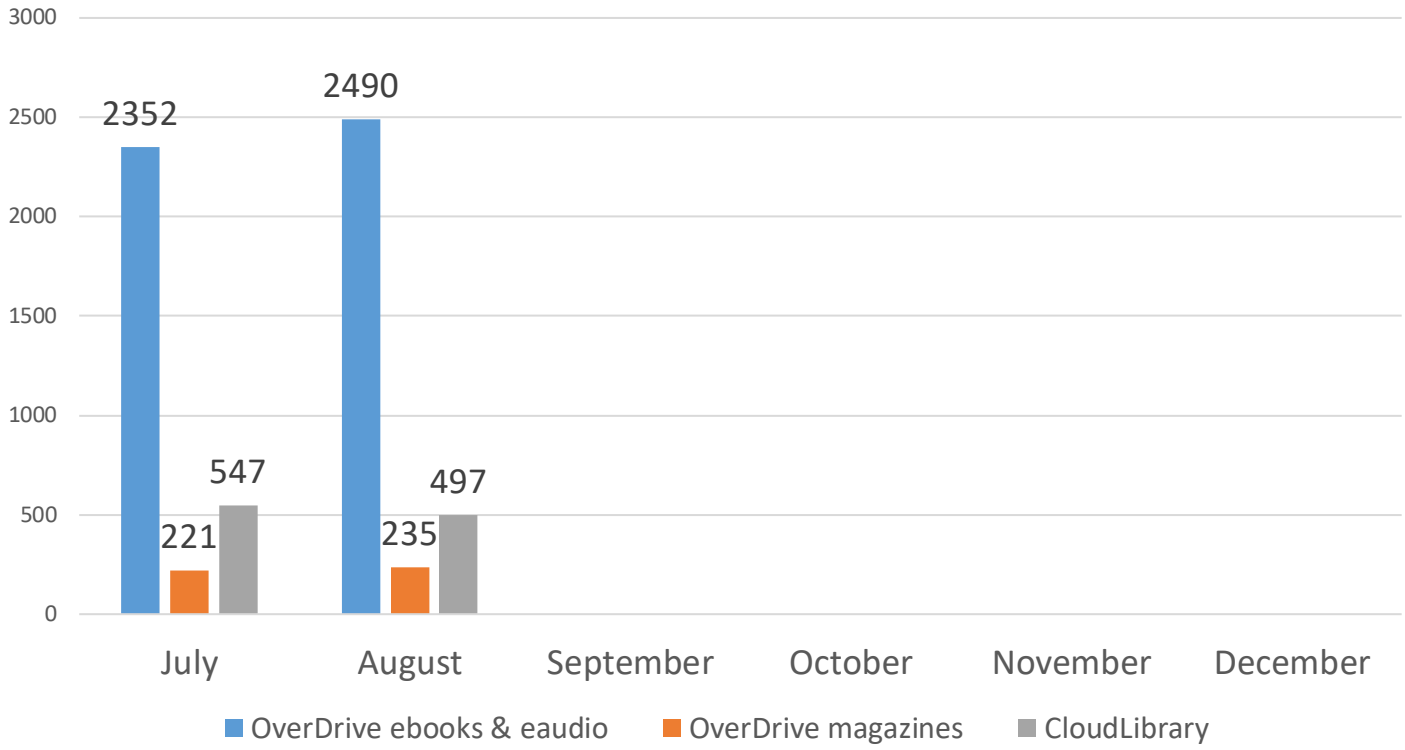
Volunteer Contribution - Library



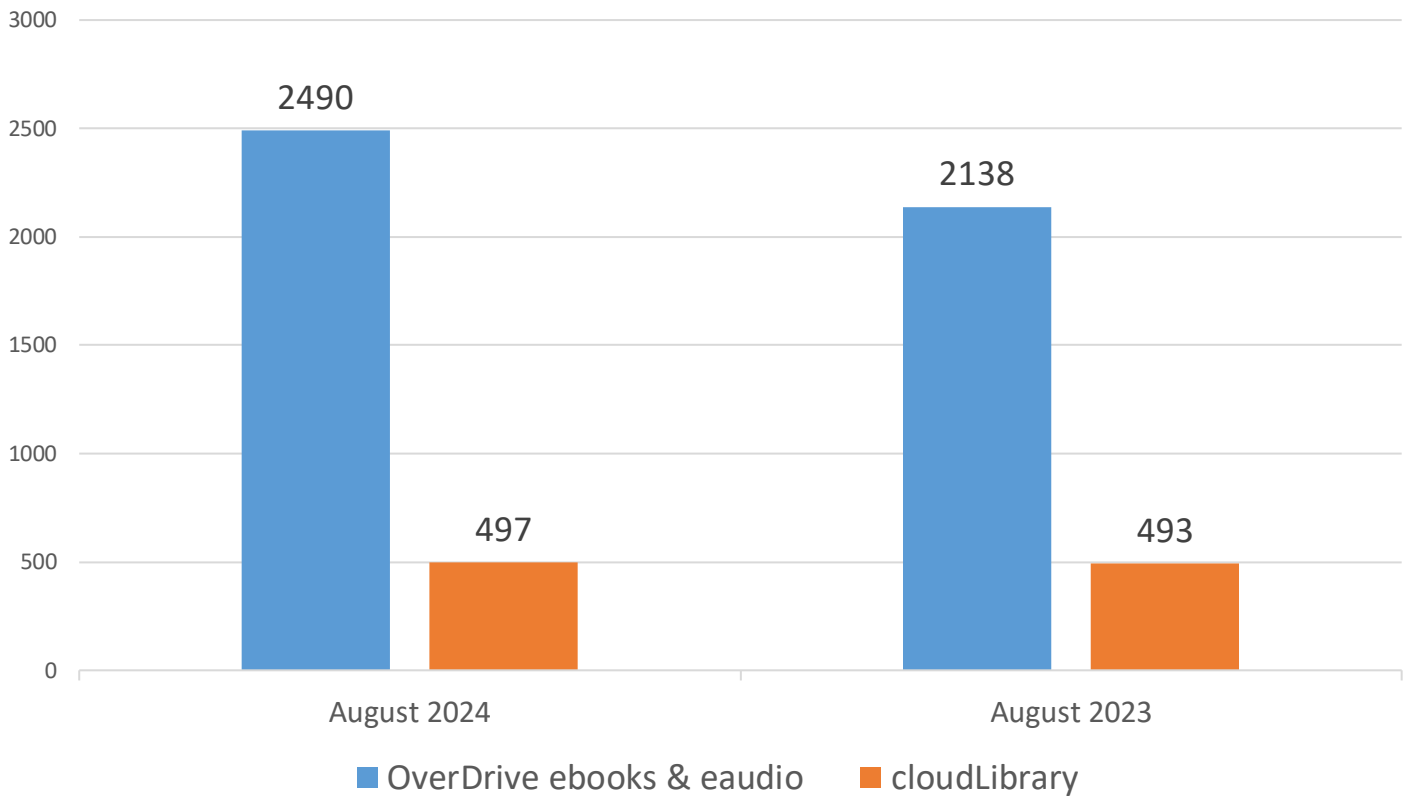
Volunteer Contribution - Friends of the Library



Electronic Materials Checkouts



Ebooks Monthly Comparison



Children's Programs - Live Sessions Ages 0-5					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
8/1/2024	Storytime	17	x		
8/7/2024	Storytime@ Stewart Park	15		x	
8/8/2024	Storytime	13	x		
8/14/2024	Storytime@ Stewart Park	18		x	
8/15/2024	Storytime	24	x		
8/21/2024	Storytime@ Stewart Park	34		x	
8/22/2024	Storytime	7	x		
	TOTAL	1			

Children's Programs - Live Sessions Ages 6-11					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
8/2/2024	Park- Paint Birdhouses	38		x	
8/2/2024	Sunshine Apts	36		x	
8/5/2024	Lunchbox Express	119		x	
8/6/2024	Tuesday- Basket Weaving 1	38	x		
8/7/2024	B&G Club	57		x	
8/9/2024	Park-Butterfly Garden	20		x	
8/9/2024	Sunshine Apts	15		x	
8/12/2024	Lunchbox Express	79		x	
8/13/2024	Tuesday- Basket Weaving 2	17	x		
8/14/2024	B&G Club	83		x	
8/16/2024	Park- Big Games	31		x	
8/16/2024	Sunshine Apts	5		x	
8/20/2024	Tuesday- Ozobots	24	x		
8/21/2024	B&G Club	87		x	
8/23/2024	Park- Paint flower pots	13		x	
	TOTAL	662			

Live Teen Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
8/1/2024	Teen- Ozobot coding	10	x		
8/8/2024	Teen-Beads & Bracelets	5	x		
8/15/2024	Teen- Soap & Bath Bombs	7	x		
8/15/2024	Teen Volunteering	0	x		
8/22/2024	Teen- VR & Video Games	6	x		
	TOTAL	28			

Live Adult Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
8/13/2024	Online Book Group	8			x
8/22/2024	Silent Book Group	5	x		
	TOTAL	13			

Grab-and-Go Craft Kits					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
8/6/2024	Sand Mandala	216			
8/13/2024	Goat Magnet	204			
8/20/2024	Clothes pin airplane	160			
	TOTAL	580			