



**ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, APRIL 19, 2022**

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

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
Theresa Lundy

Mandy Elder
Kelly Peter

Francesca Guyer
Juliet Rutter

III. APPROVAL OF MINUTES

A. March 15, 2022

AUDIENCE PARTICIPATION – Comments 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, April 19, 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

A. Dolly Parton's Imagination Library Update

V. NEXT MEETING DATE: May 17, 2022

VI. INFORMATIONAL

- B. Monthly Statistics
- C. Programming
- 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.

OK
4-14-2022

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

CALL TO ORDER:

Commissioner Elder called the regular meeting of the Roseburg Library Commission to order at 4:00 p.m. on March 15, 2022, electronically via Zoom in Roseburg, Oregon.

ROLL CALL:

Present: Chair Andrea Zielinski (4:03 p.m.) and Commissioners Mandy Elder, Marcy Tassano, Theresa Lundy, Francesca Guyer, Kelly Peter and Juliet Rutter

Absent: None

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 February 15, 2022, minutes. The motion was seconded by Commissioner Lundy and approved with the following vote: Commissioners Elder, Tassano, Lundy, Guyer, Peter and Rutter voted yes. No one voted no.

BUSINESS FROM THE COMMISSION:

Commissioner Tassano reported the Friends of the Library spring book sale was a success earning over \$1,400. They also received a donation of \$80 for Dolly Parton's Imagination Library, which will support three children in the program for an entire year. The next Friends of the Library book sale will be held in June.

NEXT MEETING DATE:

Tuesday, April 19, 2022, at 4:00 p.m.

INFORMATIONAL:

Monthly Statistics

Director Wiley presented the monthly statistics. She noted that the percentage of materials checked out is increasing. On March 3, 5.1 percent of the collection was checked out. She ran the report today, and 5.4 percent was checked out. Pre-pandemic, the percentage was in the 7.5 percent to 8 percent range.

In February, electronic materials accounted for 35 percent of circulation. Director Wiley stated the library is purchasing more ebook and eaudiobook licenses. The library has spent more than \$17,000 on electronic materials, which is about 27 percent of all collection purchases. As a point of comparison, \$42,000 has been spent on books, which is 66 percent of all purchases. She also noted she is on the Oregon Digital Library Consortium's Executive Board, which meets next week and will discuss membership fees for the upcoming year. Director Wiley

stated she expects a 10 percent increase annually because of the overwhelming popularity of the program statewide. Roseburg's fee this fiscal year was \$7808.

In response to Commissioner Elder, Director Wiley stated physical items are withdrawn from and added to the collection; however, the total number of items remains stable.

Programming

Director Wiley reported that UCAN AmeriCorps member Lydia Rathe is working with the Umpqua Valley Audubon Society on a virtual program titled "Dark Skies" with Mary Coolidge, the BirdSafe Campaign Coordinator for Audubon Society of Portland. Ms. Rathe has a number of other programs scheduled through the end of 2022 and continues to update the event calendar on the library website at www.roseburgpubliclibrary.org.

Director Wiley stated the library has an active survey asking patrons for input about the 2022 Summer Reading Program for Adults. The link is on the library's website and Facebook page @roseburglibrary through 2:00 p.m. on March 26, 2022. Respondents with an active Roseburg Public Library card will be entered into a random drawing for a gift card.

Librarian Ropp reported staff continues to share online programs on the library's Facebook page. The final Spanish storytime and musical storytime will be held in March. Librarian Ropp will continue weekly storytimes on Facebook through April and take a break in May to concentrate on preparing for the Summer Reading Program. Craft kits continue to be distributed every other week and will continue through the Summer Reading Program. The library plans to resume in-person programming outdoors in the parks and the grassy area in front of the library. New storywalks will be on display and additional parks will be used. She added that the library received a \$1,500 grant from Roundhouse Foundation to purchase children's and teen books to give away during the Summer Reading Program.

In response to Commissioner Rutter, Director Wiley stated Roundhouse Foundation is a private foundation located in Sisters, Oregon. The foundation supports rural Oregon initiatives. Roundhouse Foundation contacted the library; staff was able to apply for and received a small grant to support this year's Summer Reading Program. They offer larger grant opportunities, and the library plans to apply for additional grant funds to support the Summer Reading Program next year.

Staffing Update

Director Wiley reported Library Aide Mark Breckenridge's last day is March 25, and the Human Resources Department is managing the recruitment process. Thank you to Mark, who joined us as a volunteer the day we opened to the public. He transitioned to a Library Aide position, and he has shared his gifts for musical storytime and cataloging.

Grants Update

Director Wiley reiterated that the library received a \$1,500 grant from Roundhouse Foundation to purchase children's and teen books to give away during the Summer Reading Program. Ms. Rathe is finalizing details for the Chicax Literature series funded by the Humanities Grants for Libraries. The press release with book titles and program dates will be distributed by the end of March. In response to Commissioner Rutter, Director Wiley explained the Chicax Literature series focuses on how Mexican American culture benefits our communities.

Commissioner Peter stated she recently learned that the Winston Grocery Outlet has a round-up program and funds received go to the Winston Library. She suggested the program as a method to raise additional funds for the library. Commissioner Tassano stated she would contact the Roseburg Grocery Outlet on behalf of the Friends of the Library to see if they offer a similar program.

ADJOURNMENT:

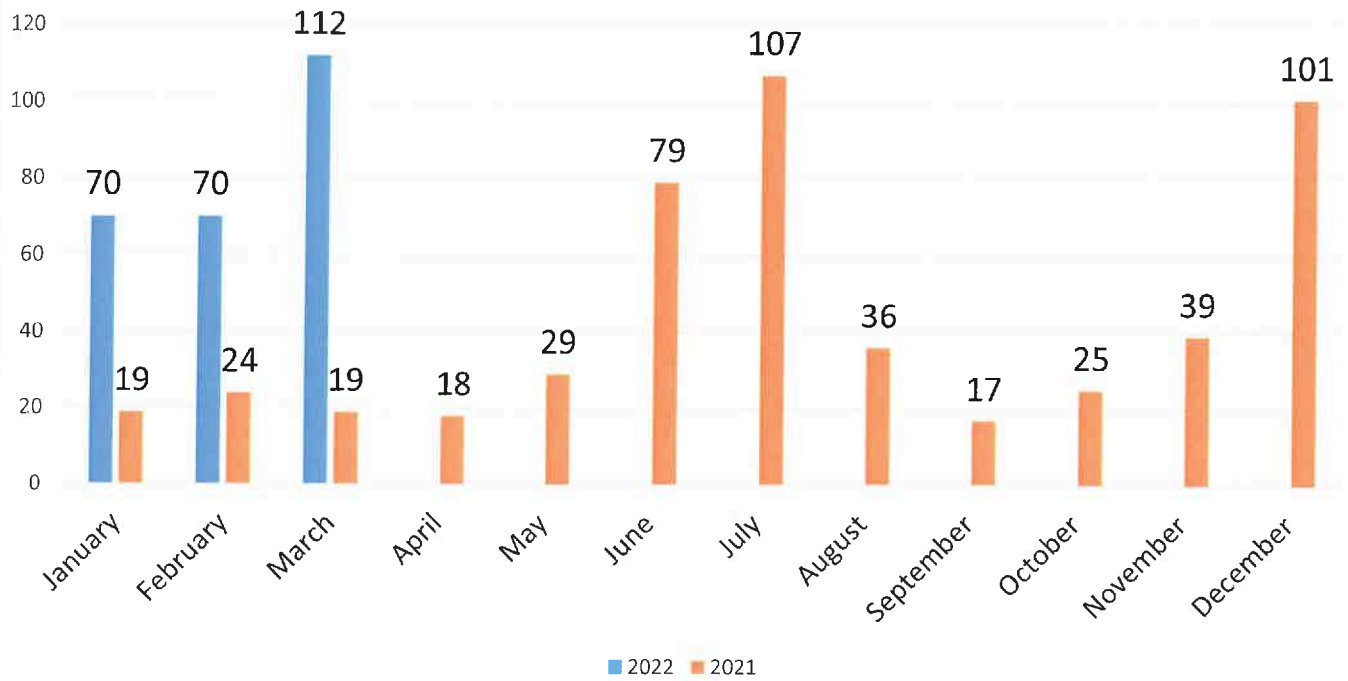
The meeting adjourned at 4:18 p.m. The next meeting is scheduled for Tuesday, April 19, 2022, at 4:00 p.m.

Respectfully submitted,

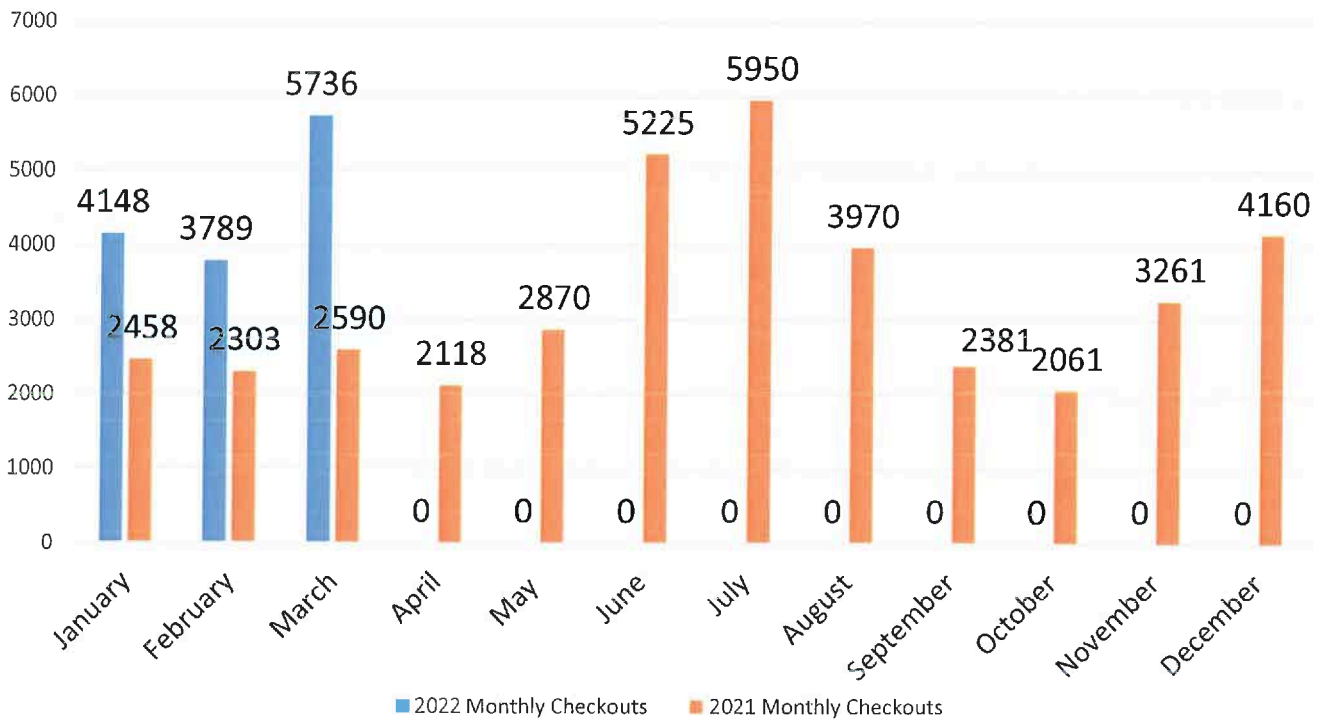
Autumn David

Autumn David, Management Staff Assistant

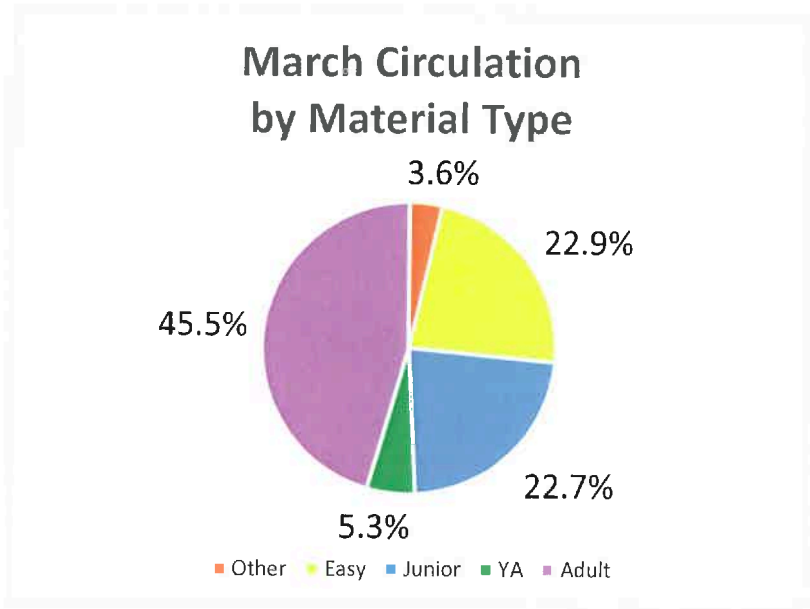
New Users Monthly Comparison



Physical Materials Checkouts



| | | Other | Easy | Junior | YA | Adult |
|--------------------------------|-------------|-------|-------|--------|------|-------|
| 1 - Unassigned | 0 | 3.6% | 22.9% | 22.7% | 5.3% | 45.5% |
| 2 - Adult Audiobook | 103 | 206 | 1313 | 1304 | 304 | 2609 |
| 3 - Adult DVDs | 281 | | | | | |
| 4 - Adult Fiction | 955 | | | | | |
| 5 - Adult Graphic Novel | 27 | | | | | |
| 6 - Adult Nonfiction | 552 | | | | | |
| 7 - Board Book | 191 | | | | | |
| 8 - Children's CD Book | 25 | | | | | |
| 9 - Children's Audiobook | 48 | | | | | |
| 10 - Children's DVD | 135 | | | | | |
| 11 - Children's Graphic Novel | 2 | | | | | |
| 12 - Children's Reference | 0 | | | | | |
| 16 - Fantasy | 28 | | | | | |
| 17 - Foreign Language F/NF | 9 | | | | | |
| 19 - Junior Fiction | 533 | | | | | |
| 20 - Junior Graphic Novel | 221 | | | | | |
| 21 - Junior Nonfiction | 367 | | | | | |
| 22 - Large Print | 162 | | | | | |
| 23 - Magazine | 16 | | | | | |
| 25 - Mystery | 601 | | | | | |
| 30 - Oversize | 0 | | | | | |
| 34 - Picture Book | 823 | | | | | |
| 35 - Prof Collection | 23 | | | | | |
| 36 - Reader | 249 | | | | | |
| 37 - Reference | 0 | | | | | |
| 39 - Science Fiction | 39 | | | | | |
| 42 - Western | 23 | | | | | |
| 44 - Young Adult Audiobook | 3 | | | | | |
| 45 - Young Adult DVD | 80 | | | | | |
| 46 - Young Adult Fiction | 69 | | | | | |
| 47 - Young Adult Graphic Novel | 136 | | | | | |
| 48 - Young Adult Nonfiction | 16 | | | | | |
| OTAP | 0 | | | | | |
| Off Site | 0 | | | | | |
| None/On-the-fly | 19 | | | | | |
| TOTAL | 5736 | | | | | |



NEW Items Snapshot - April 2, 2022

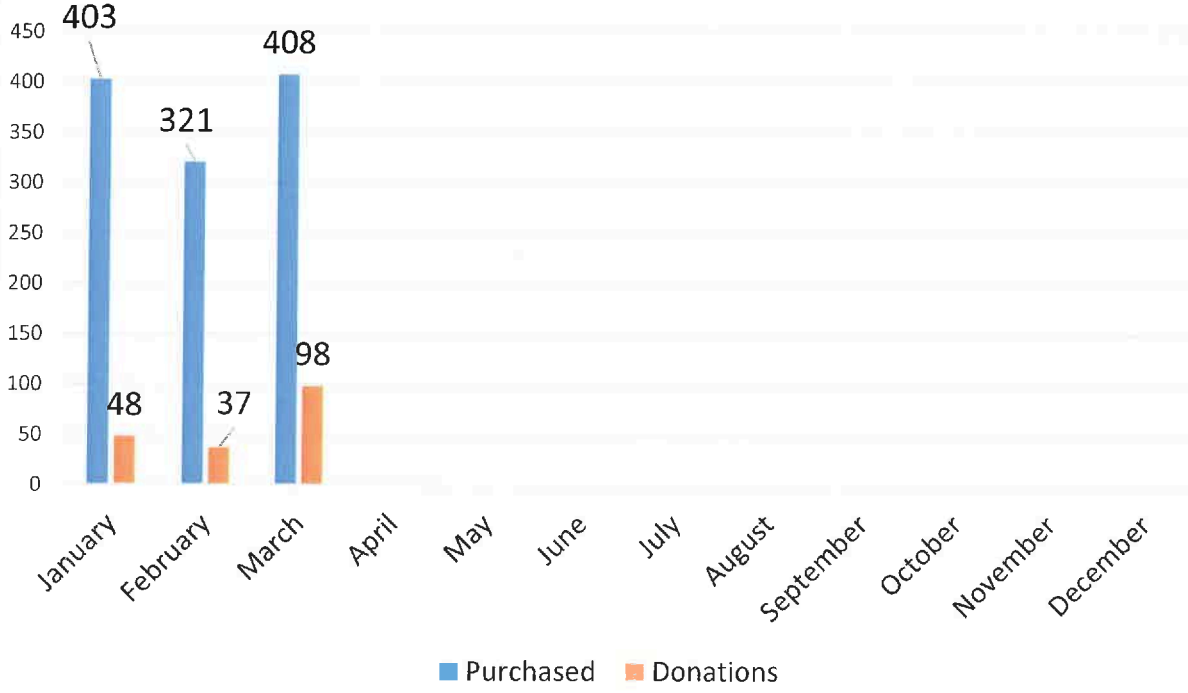
| Item Type | Total number | Number Checked Out | Percentage Checked Out |
|----------------|--------------|--------------------|------------------------|
| NEW Items | 3784 | 770 | 20.35% |
| Picture Books | 515 | 82 | 15.92% |
| Adult Fiction | 715 | 251 | 35.10% |
| Junior Fiction | 368 | 40 | 10.87% |
| YA Fiction | 156 | 6 | 3.85% |

Circulation Snapshot - April 5, 2022

| Type | Holdings | % of Holdings | Out | % Out |
|--------------------------------|----------|---------------|------|-------|
| 1 - Unassigned | 0 | 0 | 0 | 0 |
| 2 - Adult Audiobook | 1747 | 2.2 | 66 | 3.8 |
| 3 - Adult DVDs | 2098 | 2.6 | 83 | 4 |
| 4 - Adult Fiction | 14654 | 18.2 | 591 | 4 |
| 5 - Adult Graphic Novel | 369 | 0.5 | 20 | 5.4 |
| 6 - Adult Nonfiction | 15937 | 19.8 | 558 | 3.5 |
| 7 - Board Book | 549 | 0.7 | 142 | 25.9 |
| 8 - Children's CD Book | 114 | 0.1 | 18 | 15.8 |
| 9 - Children's Audiobook | 647 | 0.8 | 42 | 6.5 |
| 10 - Children's DVD | 772 | 1 | 83 | 10.8 |
| 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 | 185 | 0.2 | 22 | 11.9 |
| 17 - Foreign Language F/NF | 788 | 1 | 14 | 1.8 |
| 18 - Govdoc | 27 | 0 | 0 | 0 |
| 19 - Junior Fiction | 4847 | 6 | 584 | 12 |
| 20 - Junior Graphic Novel | 1130 | 1.4 | 153 | 13.5 |
| 21 - Junior Nonfiction | 8639 | 10.8 | 370 | 4.3 |
| 22 - Large Print | 1812 | 2.3 | 97 | 5.4 |
| 23 - Magazine | 3192 | 4 | 5 | 0.2 |
| 25 - Mystery | 6198 | 7.7 | 350 | 5.6 |
| 27 - Newspaper | 6 | 0 | 0 | 0 |
| 30 - Oversize | 52 | 0.1 | 1 | 1.9 |
| 34 - Picture Book | 5226 | 6.5 | 566 | 10.8 |
| 35 - Prof Collection | 321 | 0.4 | 24 | 7.5 |
| 36 - Reader | 2066 | 2.6 | 276 | 13.4 |
| 37 - Reference | 511 | 0.6 | 0 | 0 |
| 39 - Science Fiction | 1313 | 1.6 | 36 | 2.7 |
| 42 - Western | 806 | 1 | 8 | 1 |
| 44 - Young Adult Audiobook | 282 | 0.4 | 3 | 1.1 |
| 45 - Young Adult DVD | 393 | 0.5 | 31 | 7.9 |
| 46 - Young Adult Fiction | 3048 | 3.8 | 184 | 6 |
| 47 - Young Adult Graphic Novel | 1224 | 1.5 | 123 | 10 |
| 48 - Young Adult Nonfiction | 882 | 1.1 | 31 | 3.5 |
| 49 - Young Adult Reference | 0 | 0 | 0 | 0 |
| 50 - OTAP | 298 | 0.4 | 23 | 7.7 |
| 51 - Off Site | 1 | 0 | 0 | 0 |
| Total | 80326 | | 4506 | 5.6 |

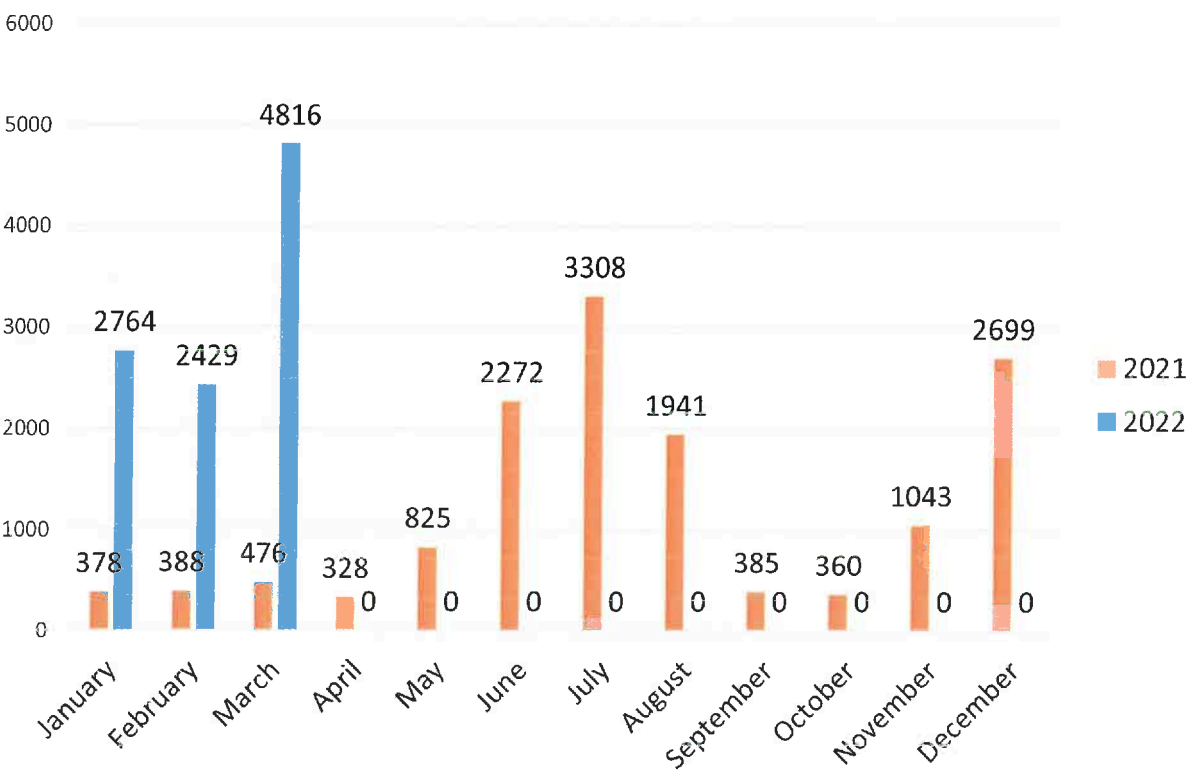
Library Card Sponsorship Program
 Number of cards issued FY 2021-2022 – 67

Items Added

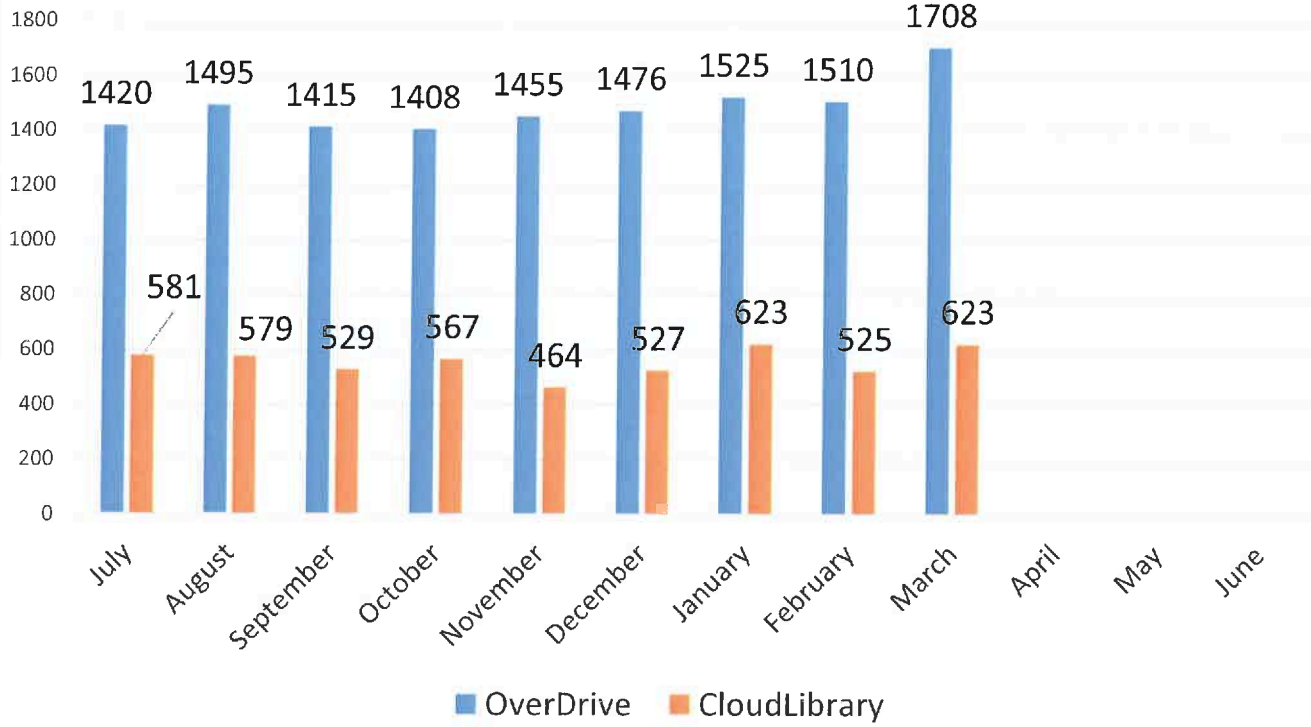


Total value added to collection
 March 2022 - \$9625.96

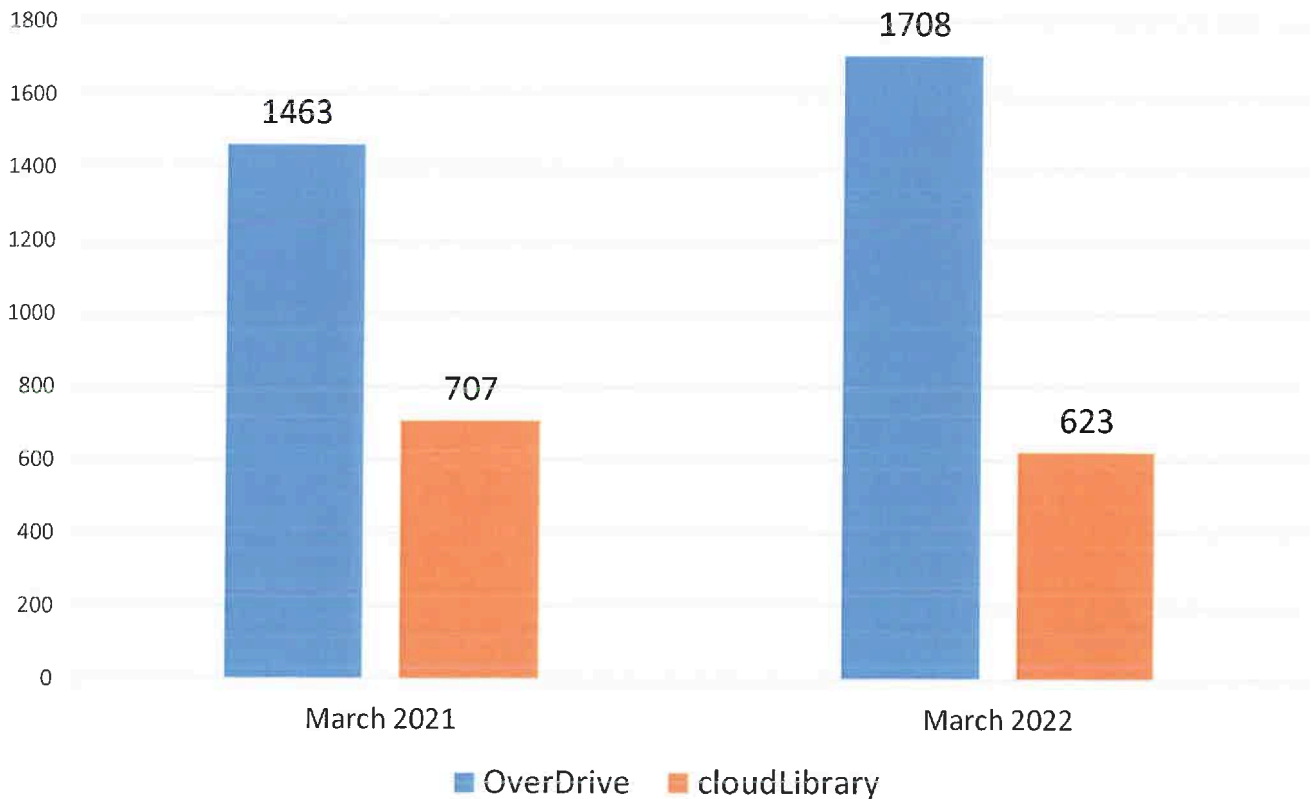
2021 VS 2022 Monthly Door Count Comparison



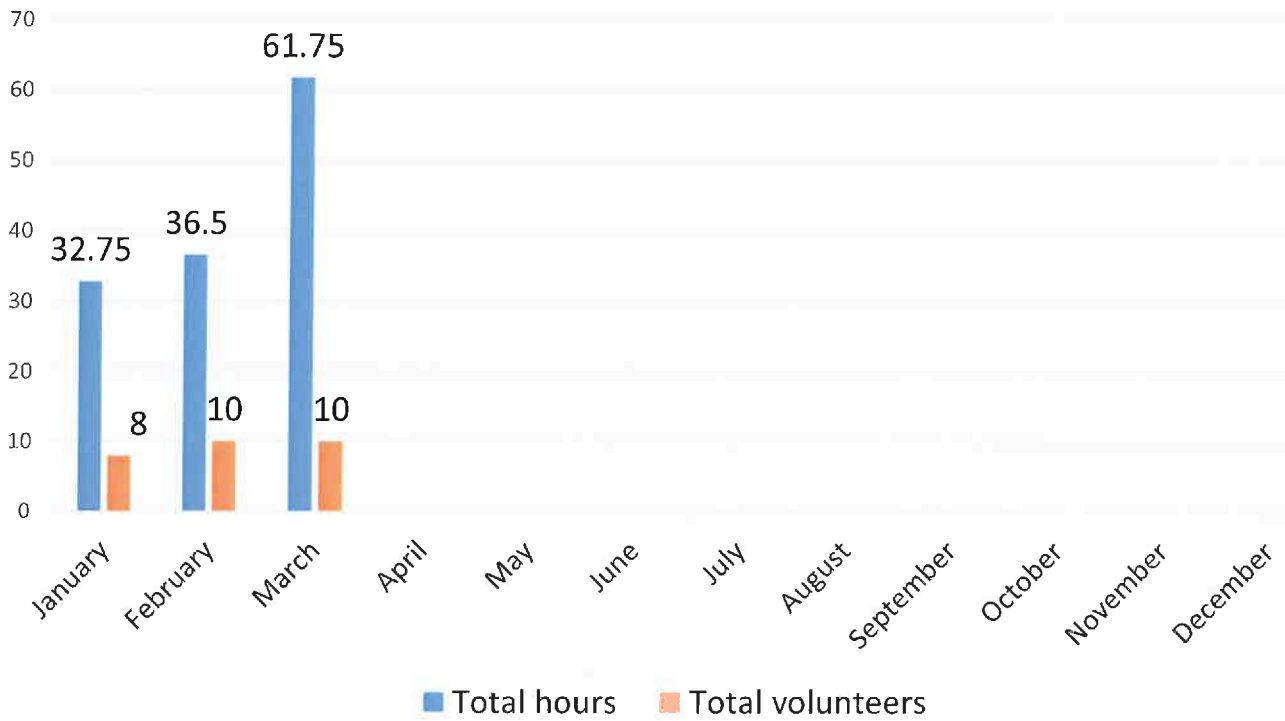
FY 2021-2022 OverDrive & cloudLibrary Circulation



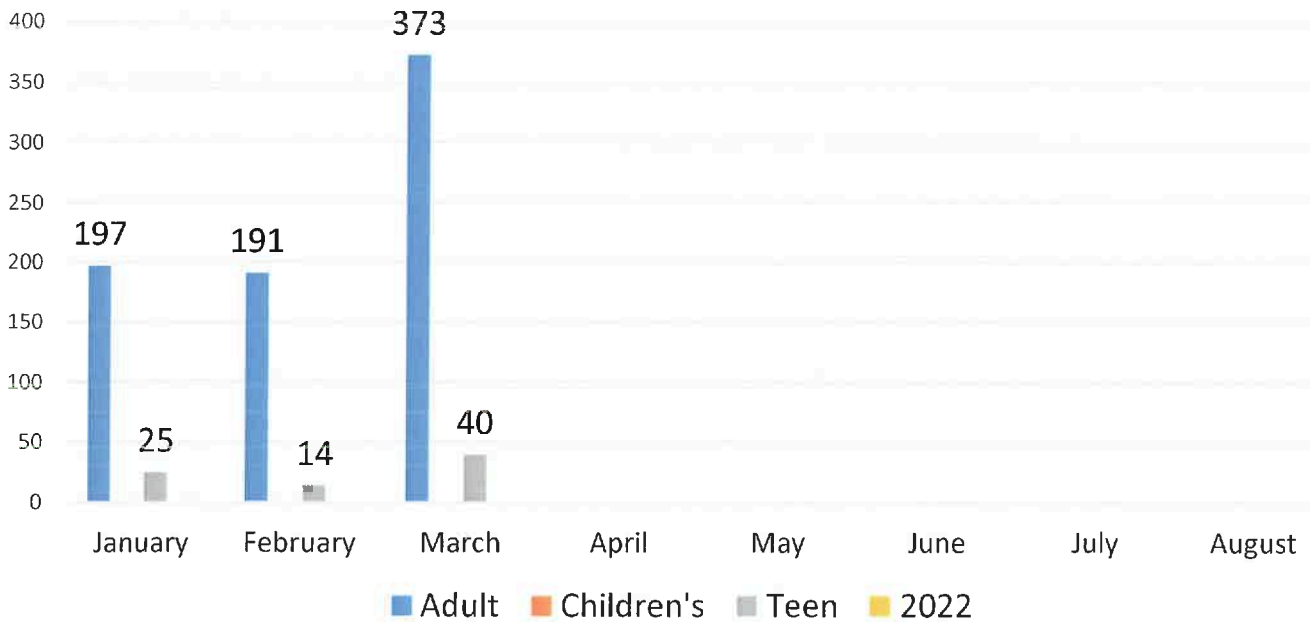
Ebooks Monthly Comparison



Volunteer Contribution



Total Computer Sessions by Area



Live Adult Programs

| Date | | Attendance | Onsite | Offsite | Virtual (Facebook Live or Zoom) |
|-----------|------------------------|------------|--------|---------|--|
| 3/29/2022 | Online Book Group | 6 | | | x |
| 3/31/2022 | Sustainability Program | 7 | | | x |
| | TOTAL | 13 | | | |

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.

| Date | Program Name | Attendance; 1-minute views after 7 days |
|-----------|-------------------|--|
| 3/2/2022 | Storytime | 5 |
| 3/9/2022 | Storytime | 7 |
| 3/10/2022 | Spanish Storytime | 5 |
| 3/16/2022 | Storytime | 3 |
| 3/23/2022 | Storytime | 4 |
| 3/24/2022 | Spanish Storytime | 11 |
| 3/26/2022 | Musical Storytime | 26 |
| 3/30/2022 | Storytime | 4 |
| | TOTAL | 65 |