



**CITY OF ROSEBURG  
LIBRARY COMMISSION MEETING MINUTES  
December 18, 2018**

**CALL TO ORDER:**

Chair Brian Prawitz called the regular meeting of the Roseburg Library Commission to order at 4:03 p.m. on December 18, 2018, in Multipurpose Room #2 at Roseburg Public Library, 1409 NE Diamond Lake Blvd., Ste. 100, Roseburg, Oregon.

**ROLL CALL:**

Present: Chair Brian Prawitz, Commissioners Marcy Belzner, Theresa Lundy, Kelly Peter, Mandy Elder, and Francesca Guyer

Absent: Laura Harvey

Attending Staff: Library Director Kris Wiley, City Manager Lance Colley, City Recorder Amy Sowa, (RARE) AmeriCorps Participant Adrienne Groves, Volunteer Coordinator Liz Hendershott

Others Present: None

**APPROVAL OF MINUTES:**

Dr. Lundy moved to approve the November 20, 2018, minutes; Ms. Peter seconded the motion. Motion passed unanimously.

**DISCUSSION ITEMS:**

**Library Card Sponsorship Program**

Ms. Wiley led a discussion of the Library Card Sponsorship Program. A proposal developed by Ms. Groves as well as an application form were included in the meeting packet. The program would be available to potential library patrons who are residents of Douglas County outside the Roseburg city limits and are enrolled in SNAP (Supplemental Nutrition Assistance Program) in an effort to minimize barriers to citizens of greater Douglas County. Potential recipients of the sponsorship program would complete an application form, and a random drawing from all eligible applicants would be conducted for a free one-year library card membership. The number of recipients would correspond to the amount of money received in donations.

Ms. Wiley stated that she plans to hold the first random drawing in February and hopes to receive enough donations to fund 20-25 library card memberships. Ms. Belzner stated that an informal community survey revealed that businesses and individuals would be willing to donate funds to this program. There was discussion about accounting of the funds. Mr. Colley stated that the City would collect the donations in a special revenue fund and transfer funds to the general fund after the drawing because library card memberships were part of what staff informed the City Council would help support library operations.

There was discussion about the various options considered when developing the program; the primary goal was to reach people who live outside of Roseburg and have barriers to

paying for a library card. The program is limited to Douglas County. There was discussion of accessibility for new residents with Mr. Colley noting that SNAP is a national program that is readily accessible to new residents. Ms. Elder noted that it would be helpful for publicity to include the number of people this program could reach. Mr. Colley stated it would have a fairly broad range because Douglas County has a higher percentage of lower income households than Roseburg.

**AUDIENCE PARTICIPATION:**

None.

**BUSINESS FROM THE COMMISSION:**

Mr. Prawitz stated that an Altrusa representative was planning to speak about a potential programming partnership but was unable to attend the meeting. Ms. Wiley reported that she advised the representative to wait until the Youth Services Librarian was on staff because there is no formal project proposal. Ms. Belzner stated that Altrusa is a service organization that focuses on literacy and working with children and youth.

Ms. Elder reported that the two interns from Mexico will be at the library's grand opening. Ms. Elder, Ms. Wiley, and Ms. Groves met to discuss their projects. Ms. Elder is still looking for one home-stay option. There was discussion of local groups that may be able to help with housing.

**NEXT MEETING DATE:**

January 15, 2019

**INFORMATIONAL:**

**Soft Opening**

Ms. Wiley reported that no date has been set, although library renovations are being finished and the library hopes to receive a certificate of occupancy this week. When that is received, library staff and volunteers will need a couple of days before opening.

**Youth Services Librarian**

Ms. Wiley reported that three finalists will be interviewed for the Youth Services Librarian position, one this week and two the week of January 7.

**Update From Staff**

Ms. Groves reported she has been working on organizing the library and programming as well as AmeriCorps training. Ms. Hendershott reported that she has been working with volunteers to learn the automation system as well as cleaning and organizing the workroom. She stated that the volunteers have been good sports about the delay in opening the library. She also stated that she continues to receive applications, although she will not actively add volunteers to the roster until after the new year. There are more than 60 volunteers, and 35-40 attended the last training and received their library cards.

**Friends of the Roseburg Public Library Book Sale**

Ms. Belzner stated that the Friends group is waiting for the Ford Room to be cleared out before setting up for the book sale. Many boxes of books have been moved into a pod, which the Friends will rent for about three months.

### **Library Grand Opening**

There will be a Roseburg Public Library grand opening celebration with the Douglas Education Service District (ESD) on January 10, 2019, at 6 p.m. with several dignitaries speaking and ribbon cuttings at the main doors and the Children's Room. Ms. Groves has booked a local ventriloquist to perform outside the Children's Room at 6:30 p.m., and the Jo Lane Jazz Band will perform at 7:15 p.m. Volunteers will be stationed at several locations throughout the library to provide information about the renovation and library services. Library cards will be issued, and volunteers will be stationed at the main desk to check out items. The book sale will be open.

### **Outstanding Grants**

Ms. Wiley informed the commission that the City received its expected funding from the State Library for the Ready to Read grant. She and Ms. Groves have a meeting with the City horticulturalist to discuss applying for a grant from Three Rivers Foundation of the Confederated Tribes of Coos, Lower Umpqua & Siuslaw Indians for the Japanese Garden. There was discussion of receiving training in Japanese gardening techniques. Mr. Colley reported that the Sister Cities group is interested in returning the garden to its original state. It was noted that the Master Gardeners maintain the discovery garden outside of Roseburg.

Mr. Prawitz stated that commission chairs sometimes change at the beginning of a new year, and if a new Library Commission chair is appointed, January will be his last meeting. Mr. Colley stated there is an extremely low possibility that there will be a change for this commission.

Mr. Prawitz asked everyone to share a positive comment about the library. Ms. Groves stated she likes the display in the library's lobby, which was created by Ms. Belzner. Ms. Hendershott stated it's all a win because she works with great people, that the volunteers are the best bunch ever, and their enthusiasm is really great; this endeavor has attracted the best of the community. Mr. Prawitz reported that he's excited because he was able to invite a neighbor to the grand opening who was disappointed when the library closed because his younger brother wouldn't get to experience the library. Ms. Belzner gave kudos to the City's personnel department for hiring Ms. Wiley. Ms. Elder stated she recently came to the library for a meeting and got to see the building, was impressed, and now carries herself differently knowing there is a library in the community. Dr. Lundy gave kudos to Ms. Groves, who has been really helpful and involved as an AmeriCorps participant; she also loves the mural. Ms. Guyer stated she spoke to UC-VEG members from the Glide area who had a lot of questions about the library, and she believes we'll be pleasantly surprised by the number of people in the area who will use the library. Ms. Wiley thanked the commissioners, her coworkers, and all of the City staff for giving their time and talent as well as their support to the library. Ms. Sowa stated she is excited about the library's opening and said her mother is almost 91 and very active, and she is looking forward to having access to audiobooks again. Ms. Peter stated she remains immersed in the library world and caught a lot of flak for moving to Roseburg because it didn't have a library. The library reopening has been a big discussion topic around the country, the energy is still there, and it is percolating across the country. Ms.

Peter also went to Bandon recently and purchased a notebook made out of a discarded Roseburg book. Mr. Colley will remain as City Manager through the end of April and will continue to work with the library in putting together a budget, which is a high point of his two-month extension because we've put together something the community can be proud of, and he's thrilled to be part of the future of the library. He stated that opening the library makes a difference in the community and has been a game changer for us, thanks to the Library Commission and others who support the library and didn't want to see the community without it. Mr. Prawitz noted that Mr. Colley had the vision for the library from the start.

**ADJOURNMENT:**

The meeting adjourned at 4:47 p.m. The next meeting is scheduled for Tuesday, January 15, 2019, at Roseburg Public Library's Multipurpose Room #2.

Respectfully submitted,

Kris Wiley, Library Director

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**Circulation Statistics -12/27/2018 through 1/6/2019**

	12/2018	1/2019	Totals
1 - Unassigned	1	0	1
2 - Adult Audiobook	43	41	84
3 - Adult DVDs	64	89	153
<b>4 - Adult Fiction</b>	<b>194</b>	<b>166</b>	<b>360</b>
<b>6 - Adult Nonfiction</b>	<b>139</b>	<b>144</b>	<b>283</b>
7 - Board Book	4	0	4
8 - Book-Disc	7	7	14
9 - Children's Audiobook	41	35	76
10 - Children's DVD	21	48	69
15 - Fantasy	1	0	1
16 - Foreign Language F/NF	6	0	6
<b>18 - Junior Fiction</b>	<b>151</b>	<b>259</b>	<b>410</b>
19 - Junior Graphic Novel	2	0	2
20 - Junior Nonfiction	65	95	160
21 - Large Print	6	8	14
22 - Magazine	1	2	3
<b>24 - Mystery</b>	<b>132</b>	<b>99</b>	<b>231</b>
29 - Oversize	3	3	6
<b>33 - Picture Book</b>	<b>129</b>	<b>218</b>	<b>347</b>
35 - Reader	67	51	118
38 - Science Fiction	10	23	33
41 - Western	2	6	8
43 - Young Adult Audiobook	9	5	14
44 - Young Adult DVD	3	17	20
<b>45 - Young Adult Fiction</b>	<b>150</b>	<b>80</b>	<b>230</b>
47 - Young Adult Nonfiction	10	13	23
None/On-the-fly	2	6	8
	1263	1415	2678

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**Materials by Date Added 7/2/2018 through 1/6/2019**

Material Type	Items Added	Value Added (\$)
1 - Unassigned	5	36.94
2 - Adult Audiobook	7	256.97
4 - Adult Fiction	48	1122.51
6 - Adult Nonfiction	48	1179.47
7 - Board Book	4	36.92
9 - Children's Audiobook	7	198.96
15 - Fantasy	2	61.99
16 - Foreign Language F/NF	5	67.93
18 - Junior Fiction	42	644.44
19 - Junior Graphic Novel	3	40.97
20 - Junior Nonfiction	20	416.71
21 - Large Print	7	223.5
22 - Magazine	53	283.91
24 - Mystery	29	796.84
33 - Picture Book	32	571.68
41 - Western	3	23.97
43 - Young Adult Audiobook	1	39.99
45 - Young Adult Fiction	32	587.65
46 - Young Adult Graphic Novel	1	24.99
47 - Young Adult Nonfiction	4	71.92
TOTAL	353	6688.26

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**Materials by Date Added 7/2/2018 through 1/6/2019**

Fund	Items Added	Value Added (\$)
Purchased	292	5847.63
Donation	64	840.63
TOTAL	356	6688.26

## Library Visits

12/27/2018	900
12/28/2018	748
12/29/2018	479
1/2/2019	570
1/3/2019	509
1/4/2019	490
1/5/2019	379
TOTAL	4075
Avg.	582.1429