ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, July 23, 2019
NOTE THE DATE IS ONE WEEK LATER THAN USUAL

4:00 P.M. Regular Meeting  Multipurpose Room 2
1409 NE Diamond Lake Boulevard Suite 100  Roseburg, Oregon 97470

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:  Brian Prawitz
Commissioners:  Marcy Belzner  Mandy Elder  Francesca Guyer
               Laura Harvey  Theresa Lundy  Kelly Peter

III. APPROVAL OF MINUTES
A.  June 25, 2019

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. The Commission reserves the right to delay any
action, if required, until such time when they are fully informed on the matter.

IV. BUSINESS FROM THE COMMISSION

V. NEXT MEETING DATE:  August 21, 2019 in Ford Room at Roseburg Public Library

VI. INFORMATIONAL
A.  Presentation by RARE AmeriCorps Participant Adrienne Groves
B.  Monthly Statistics
C.  Programming
D.  Renovation Phase II Update
E.  Grants Update
F.  Staffing 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.
CALL TO ORDER:
Chair Brian Prawitz called the regular meeting of the Roseburg Library Commission to order at 4:09 p.m. on June 25, 2019, 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, Kelly Peter, Theresa Lundy, Mandy Elder, Francesca Guyer
Absent: Commissioner Laura Harvey
Attending Staff: Library Director Kris Wiley, City Recorder Amy Sowa
Others Present: None

APPROVAL OF MINUTES:
Commissioner Belzner moved to approve the May 21, 2019, minutes. The motion was seconded by Commissioner Lundy and approved with the following vote: Chair Prawitz and Commissioners Belzner, Peter, Elder, and Lundy voted yes. No one voted no.

INTRODUCTIONS

DISCUSSION ITEMS:
A. Election of Vice-Chair – Director Wiley reported that the City of Roseburg Municipal Code states that a Vice-Chair shall be elected by the Library Commission. The Vice-Chair shall act in the absence of the Chair and, while serving as Chair, shall have full voting privileges. The Library Commission should elect a Vice-Chair at this meeting.

There was discussion regarding the election of a Vice-Chair.

Commissioner Belzner moved to elect Mandy Elder as Vice-Chair of the Library Commission. The motion was seconded by Commissioner Peter and approved with the following vote: Chair Prawitz and Commissioners Belzner, Peter, Elder, and Lundy voted yes. No one voted no.

B. Library Card Fee for School Districts – Director Wiley reported that at the May meeting, the Library Commission approved the implementation of library card services for interested school districts within Douglas County with a fee of $20 per student card. Since that meeting, a school district has expressed interest in purchasing library cards for staff as well as students. The question for the Library
Commission is whether to extend the service to staff and to determine which staff members would be eligible to receive a card.

There was discussion about providing cards to adults connected to schools.

Commissioner Elder moved that the Library Commission recommend that the City Council implement a library card service contract with interested school districts within Douglas County and adopt a fee of $20 per card for students and staff of the school district as determined by each school district. The motion was seconded by Commissioner Lundy and approved with the following vote: Chair Prawitz and Commissioners Belzner, Peter, Elder, and Lundy voted yes. No one voted no.

AUDIENCE PARTICIPATION:
None

BUSINESS FROM THE COMMISSION:
Commissioner Elder reported that the two students from Mexico who interned at the library from January through March 2019 sent their theses to her.

NEXT MEETING DATE:
Tuesday, July 23, 2019, in Multipurpose Room 2 at Roseburg Public Library

INFORMATIONAL:

Monthly Statistics
Director Wiley presented the monthly statistics; she reported that the library was under budget and used $7500 to purchase materials for the collection before the end of the fiscal year; this expenditure was approved by former City Manager Lance Colley. Outreach efforts have been extremely successful. Youth Services Librarian Aurora Oberg attended a community baby shower at the fairgrounds and had contact with more than 200 people. Librarian Oberg and Director Wiley attended the Downtown Roseburg Street Faire; they had contact with more than 200 people, and 24 library cards were issued. Director Wiley will staff the city’s booth at the July 4 event at the fairgrounds, and Librarian Oberg is scheduling visits to the Lunchbox Express stations sponsored by Roseburg Public Schools. The Library also is providing the pre-movie entertainment this Friday at 7:30 p.m. at Stewart Park.

Library Card Sponsorship Program
Sponsorship applications continue to be submitted at about six per month. After a discussion with City Manager Pro-Tem Nikki Messenger, Director Wiley plans to issue sponsorship cards immediately on a first-come, first-served basis. Through May, 46 applications have been approved and 23 cards have been issued.

Programming
The Summer Reading Program began Tuesday, June 18 with about 300 people attending the kickoff celebration. Nearly 800 visits were logged that day. Programs continue through August 30, and a list is included on the log sheet given to participants. Programs are listed on the
library's website at www.roseburgpubliclibrary.org and on Facebook @roseburglibrary. Storytime is every Wednesday at 11:30 a.m. This Saturday CHI Mercy Health is co-sponsoring Dental Day. Director Wiley stated that Librarian Oberg has gone above and beyond to make the first year's program outstanding.

Director Wiley reported that Silent Book Group for all ages continues the last Tuesday of every month at 6:30 p.m. Outreach Services Coordinator Adrienne Groves has a lineup of adult programs beginning in September, including the beginning of a lecture series in partnership with Umpqua Community College and the Douglas Education Service District. Director Wiley has talked with staff from UCC's continuing education department about an arrangement whereby continuing education classes would be held at the library in exchange for partnering on programming that is open to the public and co-hosted by the library.

**Grants Update**
Director Wiley reported that the City was selected by the University of Oregon for an additional year of service from a Resource Assistance for Rural Environments (RARE) AmeriCorps participant. We have not yet been approved for a grant from The Ford Family Foundation (TFFF) to help offset the cost of that position. We also have to go through the interview and match process for the RARE participant, and a final match will be made in August.

We did not receive a grant from Jordan Cove for STEM materials.

Director Wiley is working with the Friends of the Roseburg Public Library to start Imagination Library in the community. The Friends will submit a grant to The Ford Family Foundation to fund half of the five-year commitment needed, which is about $40,000. The rest will be raised locally or through an as-yet-unidentified grant source.

**Staffing Update**
Summer Reading Program Aide Alexa Ligon started at the end of May and is providing valuable support to Librarian Oberg. We completed the recruitment process for four library aides, and they will begin work the first couple of weeks of July. They are Mark Breckenridge, Ward Deffebach, Juliet Rutter, and Brenda Weber. Three are current library volunteers.

Outreach Services Coordinator Adrienne Groves will complete her 11 months of service at the end of July. There will be a going-away party for her Wednesday, July 24 at 5 p.m. in the Ford Room; all are invited.

**Budget Update**
Director Wiley reported the City Council approved the library's operating budget of $429,000, which includes $25,000 for materials. We will use that funding for our magazine and newspaper subscriptions as well as some of the fees associated with cloudLibrary and OverDrive, which is now live.

**ADJOURNMENT:**
The meeting adjourned at 4:57 p.m. The next meeting is scheduled for Tuesday, July 23, 2019, at 4 p.m. in Roseburg Public Library's Multipurpose Room 2.
Respectfully submitted,

Kristen L. Wiley
Kris Wiley, Library Director
Total value added to collection
December - $6688.26
January - $3943.10
February - $4917.35
March - $4375.81
April - $10,202.53
May - $24,432.09
June - $16,340.34
### Children's Programs

<table>
<thead>
<tr>
<th>Date</th>
<th>Program Name</th>
<th>Attendance</th>
<th>Partner (if applicable)</th>
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<tbody>
<tr>
<td>6/3/2019</td>
<td>SRP Promotion at Sunnyslope</td>
<td>185</td>
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<tr>
<td>6/5/2019</td>
<td>Storytime</td>
<td>40</td>
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<td>6/7/2019</td>
<td>Legos</td>
<td>11</td>
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<tr>
<td>6/7/2019</td>
<td>Movies in Stewart Park - Craft</td>
<td>30</td>
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<tr>
<td>6/8/2019</td>
<td>Storytime</td>
<td>28</td>
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<tr>
<td>6/10/2019</td>
<td>Downtown Street Faire</td>
<td>212</td>
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<tr>
<td>6/11/2019</td>
<td>Preschool Habitat Science</td>
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<tr>
<td>6/12/2019</td>
<td>Storytime</td>
<td>35</td>
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<td>6/18/2019</td>
<td>SRP Kickoff</td>
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<td>6/19/2019</td>
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<td>6/21/2019</td>
<td>Lego</td>
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<td>6/22/2019</td>
<td>Storytime</td>
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<td>6/25/2019</td>
<td>Outerspace crafts</td>
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<tr>
<td>6/25/2019</td>
<td>Preschool Habitat Science</td>
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<td>6/26/2019</td>
<td>Storytime</td>
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<td>6/27/2019</td>
<td>activity at park</td>
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<td>6/27/2019</td>
<td>Family Movie Night</td>
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<td>6/28/2019</td>
<td>Lego</td>
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<td>6/29/2019</td>
<td>Movies in Stewart Park - Face Paint</td>
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<td>6/29/2019</td>
<td>Dental learning Day</td>
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### Teen Programs

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<tr>
<td>6/4/2019</td>
<td>Board Book Bling</td>
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<tr>
<td>6/6/2019</td>
<td>Study &amp; Snacks Drop in</td>
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<td>6/19/2019</td>
<td>Teen Movie</td>
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<td>6/26/2019</td>
<td>Teen Make it: Tie Dye</td>
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### Adult Programs

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<td>Victor Lodato</td>
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<td>6/15/2019</td>
<td>Computer class</td>
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<td>6/25/2019</td>
<td>Silent Book Group</td>
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<tr>
<td></td>
<td>TOTAL</td>
<td><strong>35</strong></td>
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### Library Card Sponsorship Program

- Number of applications approved – 49
- Number of library cards issued – 23