



**ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, August 20, 2019**

**4:00 P.M. Regular Meeting Ford Room
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
Laura Harvey

Mandy Elder
Theresa Lundy

Francesca Guyer
Kelly Peter

III. APPROVAL OF MINUTES

A. July 23, 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: September 17, 2019 in Ford Room at Roseburg Public Library

VI. INFORMATIONAL

- A. Monthly Statistics
- B. Annual Report to State Library
- C. Magazine and Newspaper Survey Results
- D. Library Hours
- E. Programming
- F. Grants Update
- G. Staffing Update
- H. Reciprocal Borrowing Agreement

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
July 23, 2019**

CALL TO ORDER:

Chair Brian Prawitz called the regular meeting of the Roseburg Library Commission to order at 4:04 p.m. on July 23, 2019, in the Ford Room at Roseburg Public Library, 1409 NE Diamond Lake Blvd., Ste. 100, Roseburg, Oregon.

ROLL CALL:

Present: Chair Brian Prawitz, Commissioners Marcy Belzner, Kelly Peter, Francesca Guyer

Absent: Commissioners Theresa Lundy, Mandy Elder, Laura Harvey

Attending Staff: Management Staff Assistant Autumn David, RARE AmeriCorps Participant Adrienne Groves, Youth Service Librarian Aurora Oberg

Others Present: None

APPROVAL OF MINUTES:

Commissioner Peter moved to approve the June 25, 2019, minutes. The motion was seconded by Commissioner Belzner and approved with the following vote: Chair Prawitz and Commissioners Francesca Guyer, Marcy Belzner, and Kelly Peter voted yes. No one voted no.

INTRODUCTIONS

AUDIENCE PARTICIPATION:

None

BUSINESS FROM THE COMMISSION:

Commissioner Belzner reported that two years ago, citizens started the Roseburg Community Bookshelves inside the coffee shop at the Grand Hotel. The bookshelf program was developed to provide books to the community; the program is well subscribed to and has received several donations. Commissioner Belzner and other volunteers have maintained the shelves. About 6 weeks ago, the coffee shop went out of business, a work party was prepared to pack up the books this Thursday and distribute them back to Altrusa and the Library; however, the new property manager said it's just fine to leave the bookshelves there as is. The work party has been cancelled and bookshelves may live on. They will leave the books until there is a new tenant and they can discuss continuing the program. Commissioner Belzner reported the Friends of the Library held a book sale and did it a little different from in the past. They held a "Better Book Sale" and put the new and nice books in the sale rather than the old and ugly books. They sold about half of the books and made \$1066.

Chair Prawitz stated he, Director Wiley and Retired City Manager Lance Colley presented at the Oregon Library Association Support Staff Division annual conference in Clackamas; about

20 people attended the session. They were able to share the story of the Roseburg Public Library and discuss the library resurrection process. Participants felt it was great to hear from so many non-librarian people with so much support for the Library system. The conference was mainly for library staff. Discussion was held around why a Library was so important, that the citizens of the City of Roseburg voted to keep the Library and that Chair Prawitz represents the people as a City Councilor.

NEXT MEETING DATE:

Tuesday, August 20, 2019, in Ford Room at Roseburg Public Library

INFORMATIONAL:**Presentation by RARE AmeriCorps Participant Adrienne Groves**

Ms. Groves stated that the City has been accepted into the RARE program again, and the new position should start around September 2019. The new participant position will be quite a bit different, likely building a strategic plan for the library and continuing to develop and maintain the library social media page. Ms. Groves has been working with Ms. Oberg on planning kids programs as well as with Cindy Doyle at ESD on planning adult programs. Ms. Groves has made several connections with local authors and has 5-6 scheduled through December. She is continuing to work with Umpqua Bank and Edward Jones. She has been working to plan a College in the Community series, has spoken with a few professors from the University of Oregon to come down to do a few lectures as well as professors from Umpqua Community College. She attended the American Library Association Conference in January, it was a great experience, and she attended smaller workshops that really helped with getting the Library up and going smoothly. She has been attending outreach events with staff such as Movies in the Park and has been visiting retirement communities and getting residents to apply for library cards. She worked on the Summer Reading Program and helped with adult programs such as the Summer Bingo Sheets. Most of her duties will be taken over by the four new part-time Library Aides. Her last day is Saturday. There will be a going-away party tomorrow at 5:00 p.m. She is moving to California for environmental consulting work. Commissioner Belzner thanked her for everything and said that she would be missed.

Monthly Statistics

Ms. Oberg stated that new library cards in June are still going steady; people are here but also on vacation so it is still a good number, although it is a little less than last month. Checkouts are fantastic at almost 8000, summer reading kickoff increased their numbers, and there was a good spike in people coming in to the Library. Commissioner Peter said it would be interesting to see how much of the 8000 checkouts were children books vs. adult materials. The library received a Whipple Foundation Grant, which includes funding for the collection. Library staff used about \$7500 from the fiscal 2019 budget to purchase collection materials at the end of the year. Commissioner Belzner asked what the orange line on the items added statistics was. Ms. Oberg stated it was donations and that they are finding items of value in what is being donated. Started OverDrive this month. People can use OverDrive on their Kindles, can't use cloudLibrary on those; however, cloudLibrary wait lines are much better than OverDrive. They will monitor both programs and likely choose one to go with. Commissioner Peter stated she put in for a fiction book on OverDrive and it still has a 26-week wait time. Computers are still getting used a lot; children's computers are getting used for educational

games. Changed the Teen Room so that it is teen only now; four computers are dedicated to them, and usually 3-4 are filled all day long. Staff has had to ask adults to leave the room a time or two, but they have always been respectful of that. Volunteers are stepping up to help with children's programs this summer. There were about 300 people for the Summer Reading Program kickoff. It was chaotic but went well; they pulled in people to volunteer and had a lot of help. Have had weekly teen programs, only one with zero attendance; at the last library Ms. Oberg worked for they had several "dead" teen events. Ms. Groves stated they had a good turnout for the tie-dye event. Commissioner Belzner stated that everybody reads Kris' column in the paper, and it would be nice to have a separate schedule in the newspaper for library events to get more publicity. Commissioner Peter suggested a board in front of the Library listing the events. Ms. Oberg stated they put up flyers in the Library but that they do not hang them around town, as Director Wiley does not feel that it draws more participation. Chair Prawitz agreed that hanging flyers around town is not typically effective. Chair Prawitz stated if the newspaper wouldn't expand the space in Kris' column to allow for an event section that maybe they could reserve a different space in the paper to use. Ms. Oberg stated they do give the News-Review a list of Library events each month but the paper picks and chooses when and if it advertises the events in the paper.

Programming

Ms. Oberg stated attendance at children's programs is at 1671, and they are not done yet. Forty-seven teens have attended the teen programs. Harry Potter Day is this coming Saturday. She has heard a lot of feedback that people are coming, and she thinks that it is going to have a great turnout. There will be wands that people can decorate and paint as well as a bunch of activities, trivia and prizes.

Renovation Phase II Update

Ms. Oberg presented swatches for furniture samples, stated they have not received the grant money yet but that Retired City Manager Lance Colley feels very confident that they will receive it. Staff took a trip to FCC, sat on some benches and saw a few different chair options. They are looking to make the back area of the Library around the windows more sitting friendly and add more chairs in their main area. Commissioner Belzner suggested no red and to pick colors that are compatible with the carpet. Commissioner Peter suggested not doing a solid color. Ms. Oberg stated they will not do the same chairs throughout the Library but will probably pick a few styles for different areas. Ms. Oberg stated that they are thinking about Scotch Guard options to protect the furniture from stains. Ms. Oberg stated they are trying to make a more communal meeting area.

Grants Update

Ms. Oberg stated they have turned in an application to receive copies of the Battle of the Books picks. The Ready to Read grant application deadline from the State Library is coming up, and they will likely ask for the same thing again, a Summer Assistant. She was unaware of any other grants. Commissioner Belzner stated Wiley has applied for Imagination Library funding and they are in the "crossing their fingers stage."

Staffing Update

Ms. Groves stated the four new hires are going well and the new RARE participant should start in September. Chair Prawitz reminded everyone of Groves' going-away party tomorrow at 5:00 p.m.

ADJOURNMENT:

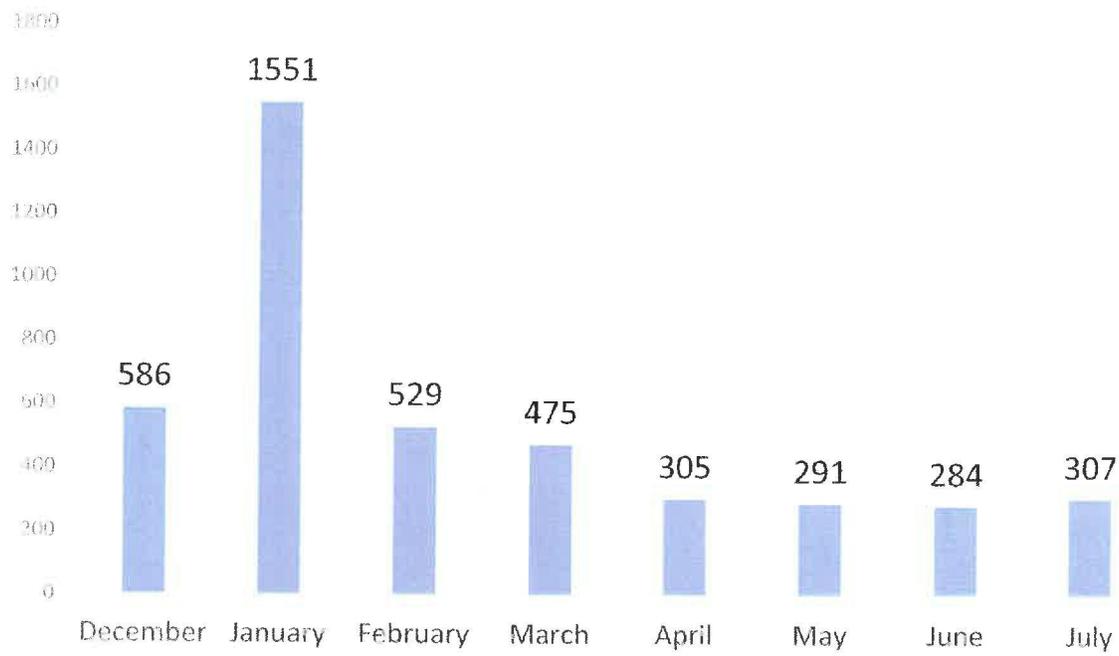
The meeting adjourned at 4:53 p.m. The next meeting is scheduled for Tuesday, August 20, 2019, at 4:00 p.m. in Roseburg Public Library's Ford Room.

Respectfully submitted,

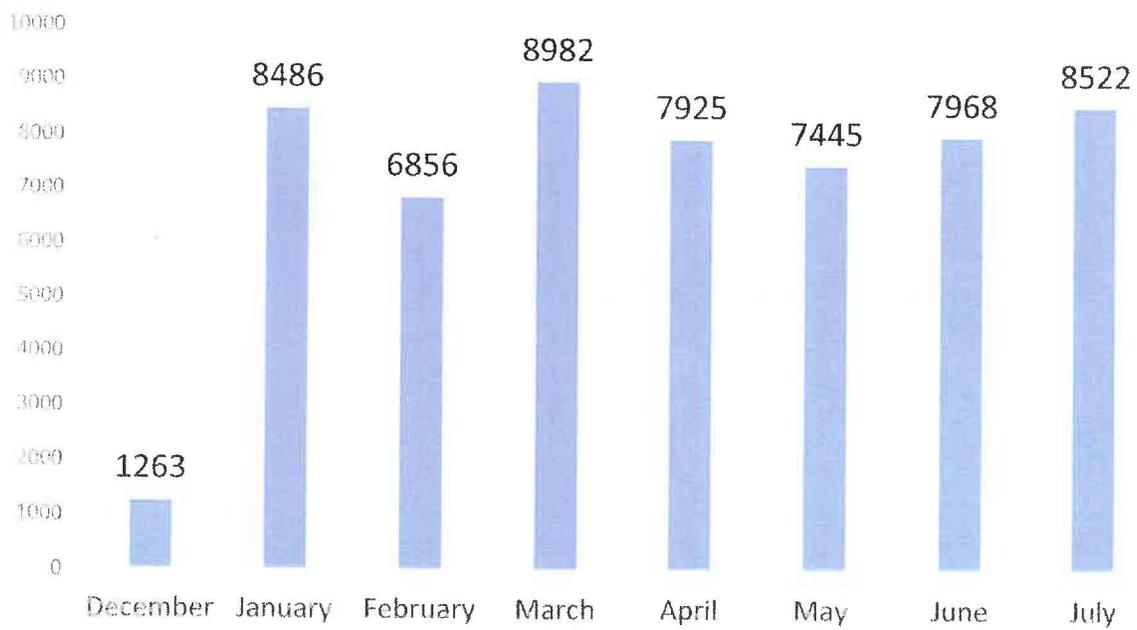
Autumn David

Autumn David, Management Staff Assistant

New Users



Physical Materials Checkouts

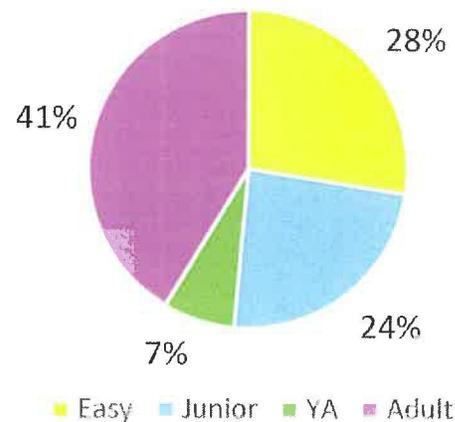


Circulation Breakdown - July

1 - Unassigned	8
2 - Adult Audiobook	279
3 - Adult DVDs	451
4 - Adult Fiction	1081
5 - Adult Graphic Novel	36
6 - Adult Nonfiction	682
7 - Board Book	48
8 - Book-Disc	16
9 - Children's Audiobook	111
10 - Children's DVD	212
11 - Children's Graphic Novel	15
15 - ER-Phonics	1
16 - Fantasy	11
17 - Foreign Language F/NF	10
19 - Junior Fiction	1044
20 - Junior Graphic Novel	126
21 - Junior Nonfiction	546
22 - Large Print	107
23 - Magazine	28
25 - Mystery	688
30 - Oversize	7
33 - Parenting	2
34 - Picture Book	1487
35 - Prof Collection	95
36 - Reader	656
39 - Science Fiction	82
42 - Western	49
44 - Young Adult Audiobook	19
45 - Young Adult DVD	114
46 - Young Adult Fiction	361
47 - Young Adult Graphic Novel	70
48 - Young Adult Nonfiction	53
None/On-the-fly	27
TOTAL	8522

Easy	Junior	YA	Adult
28%	24%	7%	41%
2345	2039	617	3521

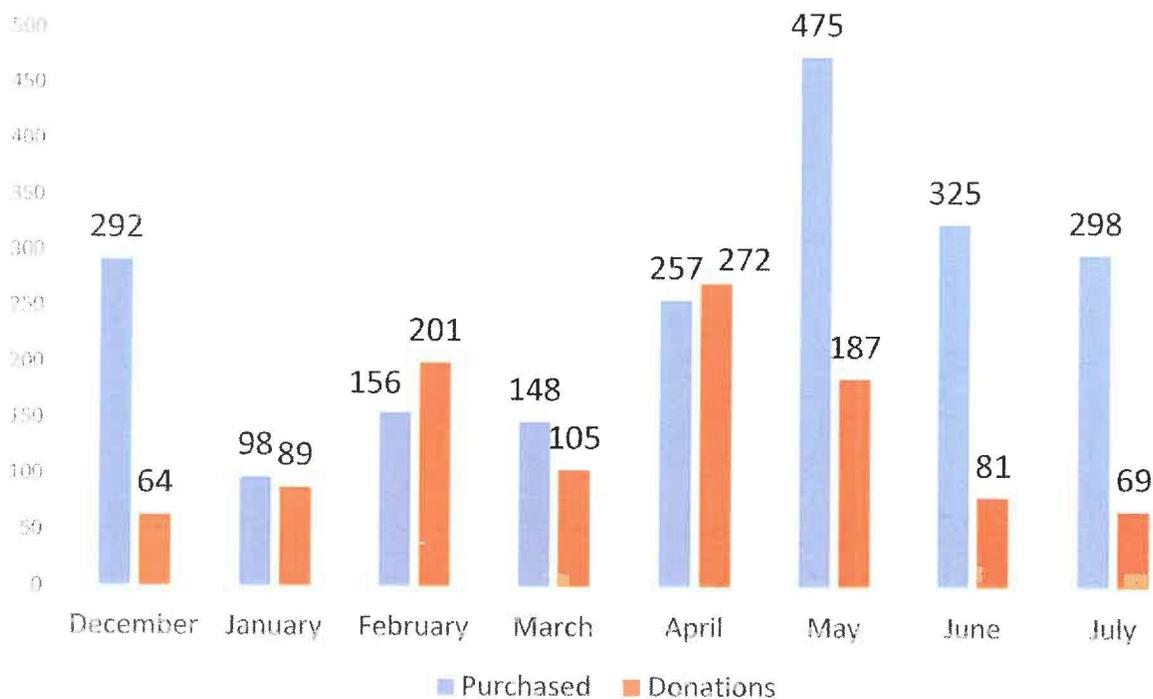
July Circulation by Material Type



Circulation Snapshot - August 9, 2019

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	27	0	3	11.1
2 - Adult Audiobook	1686	2.2	194	11.5
3 - Adult DVDs	1853	2.4	187	10.1
4 - Adult Fiction	13948	18.1	860	6.2
5 - Adult Graphic Novel	429	0.6	42	9.8
6 - Adult Nonfiction	18754	24.3	676	3.6
7 - Board Book	75	0.1	50	66.7
8 - Book-Disc	70	0.1	12	17.1
9 - Children's Audiobook	553	0.7	99	17.9
10 - Children's DVD	540	0.7	125	23.1
11 - Children's Graphic Novel	53	0.1	3	5.7
12 - Children's Reference	177	0.2	1	0.6
14 - Equipment	9	0	0	0
15 - ER-Phonics	7	0	1	14.3
16 - Fantasy	20	0	12	60
17 - Foreign Language F/NF	836	1.1	8	1
18 - Govdoc	28	0	0	0
19 - Junior Fiction	4518	5.9	878	19.4
20 - Junior Graphic Novel	252	0.3	95	37.7
21 - Junior Nonfiction	8824	11.5	380	4.3
22 - Large Print	1589	2.1	78	4.9
23 - Magazine	2621	3.4	6	0.2
24 - Map	0	0	0	0
25 - Mystery	5226	6.8	420	8
27 - Newspaper	17	0	0	0
30 - Oversize	222	0.3	8	3.6
31 - Pamphlet	9	0	0	0
32 - PAPER	8	0	0	0
33 - Parenting	57	0.1	5	8.8
34 - Picture Book	3414	4.4	1021	29.9
35 - Prof Collection	432	0.6	57	13.2
36 - Reader	1482	1.9	422	28.5
37 - Reference	867	1.1	2	0.2
39 - Science Fiction	1358	1.8	88	6.5
40 - Software	13	0	0	0
42 - Western	794	1	26	3.3
43 - XX	223	0.3	0	0
44 - Young Adult Audiobook	246	0.3	19	7.7
45 - Young Adult DVD	261	0.3	52	19.9
46 - Young Adult Fiction	3979	5.2	390	9.8
47 - Young Adult Graphic Novel	471	0.6	72	15.3
48 - Young Adult Nonfiction	1085	1.4	38	3.5
49 - Young Adult Reference	0	0	0	0
50 - OTAP	1	0	0	0
Total	77034		6330	8.2

Items Added



Total value added to collection

December - \$6688.26

January - \$3943.10

February - \$4917.35

March - \$4375.81

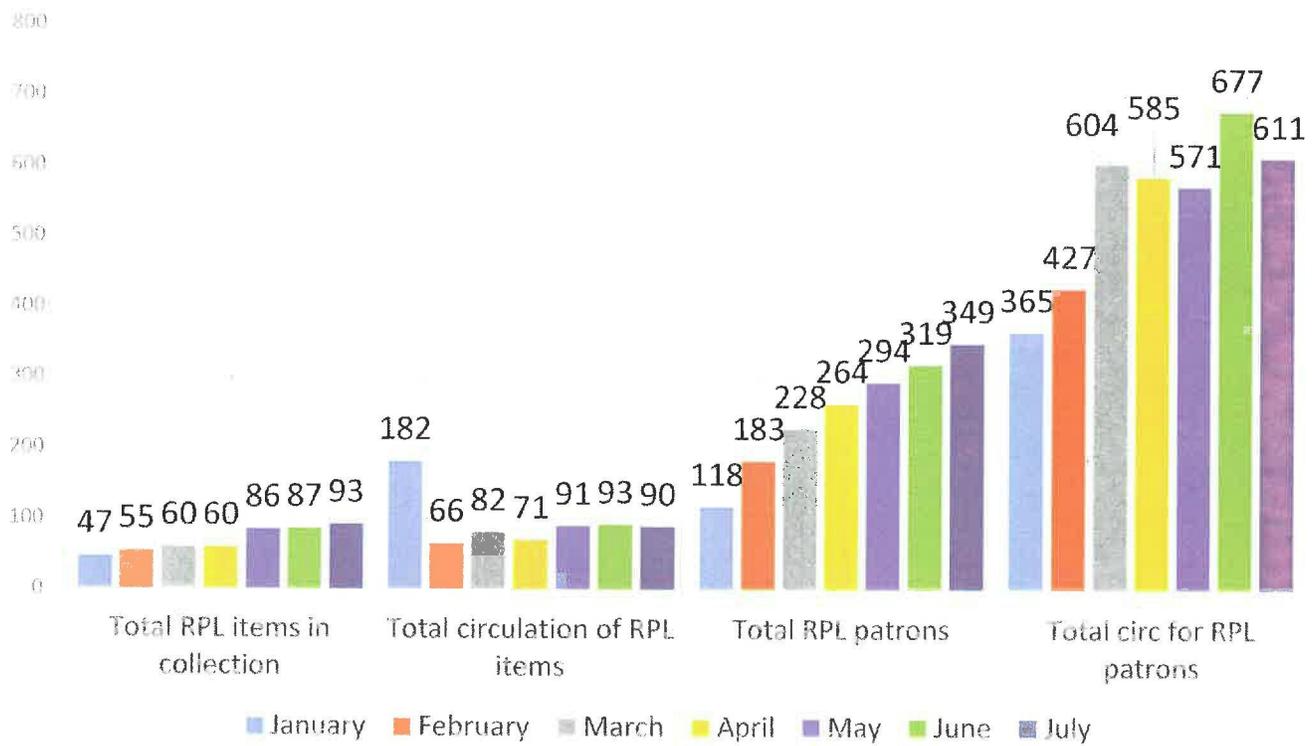
April - \$10,202.53

May - \$24,432.09

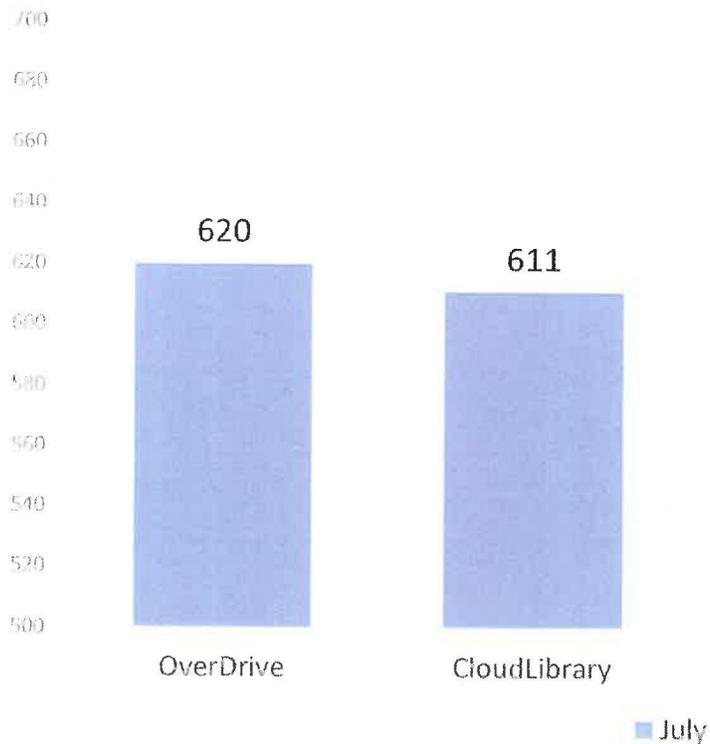
June - \$16,340.34

July - \$6054.13

cloudLibrary e-materials



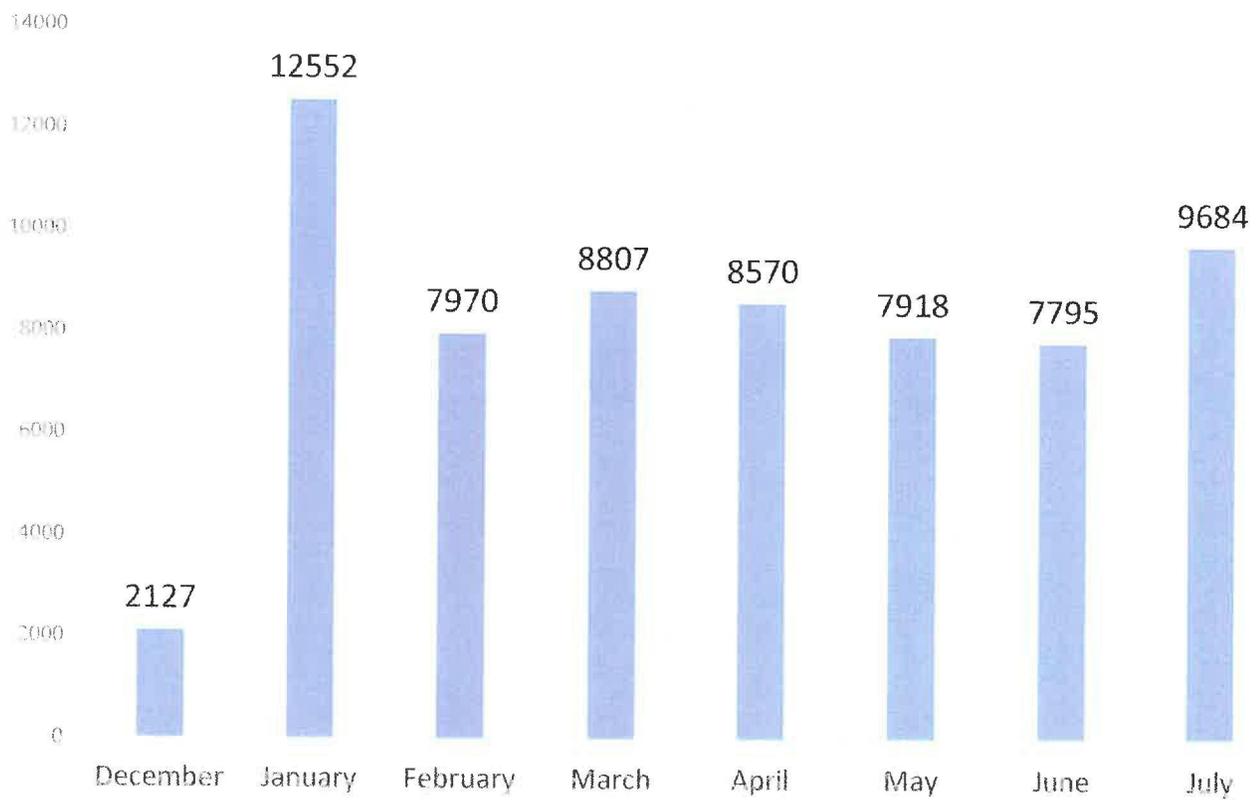
OverDrive vs. cloudLibrary circulation



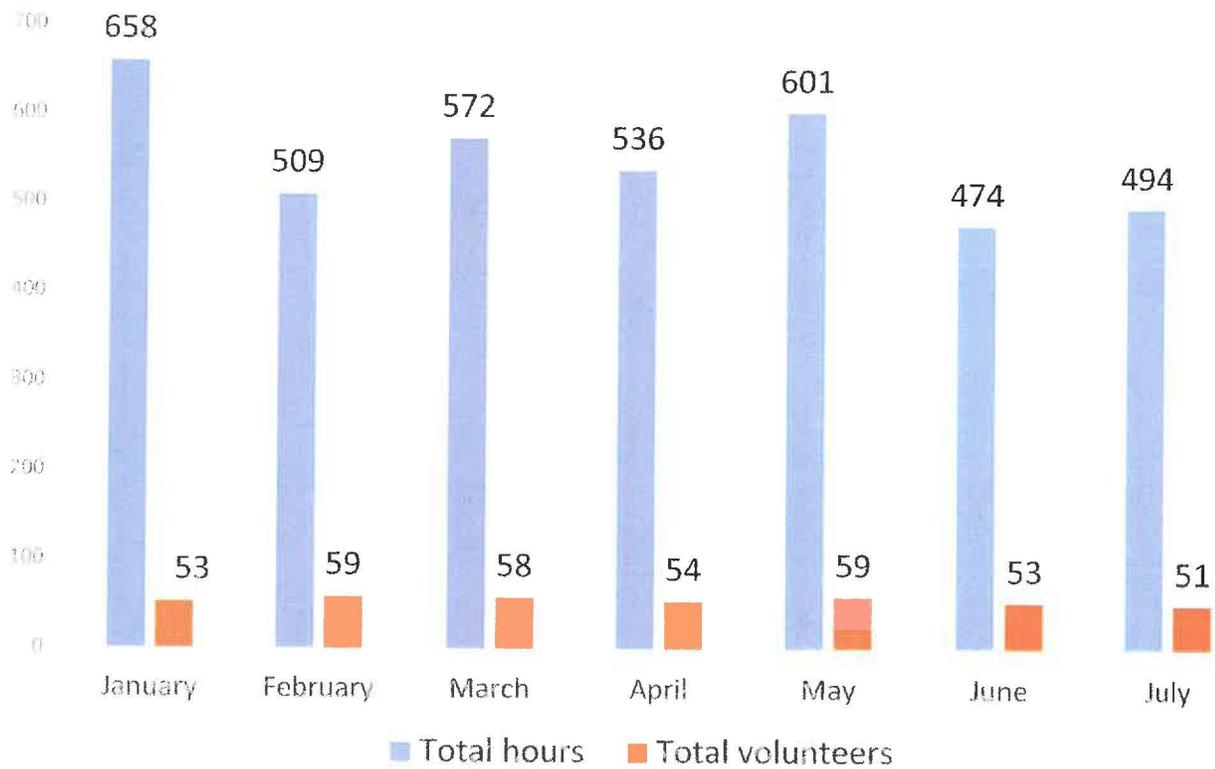
Total Computer Sessions by Area



Door Count



Volunteer Contribution



Children's Programs

Date		Attendance	Partner (if applicable)
7/2/2019	Lunchbox express	11	lunchbox express
7/2/2019	Alien Slime	181	
7/2/2019	Preschool Habitat Science	31	Umpqua Watersheds
7/5/2019	Legos	21	
7/6/2019	storytime	13	
7/9/2019	West African Kora - Sean Gaskell	19	
7/10/2019	Storytime	42	
7/11/2019	Lunchbox express	31	lunchbox express
7/11/2019	Elementary Art - Paint	53	
7/12/2019	Legos	27	
7/13/2019	Safety Day @ Costco	332	
7/13/2019	Musical Storytime	9	
7/16/2019	Discover the Planets	62	
7/17/2019	Storytime	48	Unpqua Bank
7/18/2019	Solar Telescope Viewing	22	Paul Morgan UCC
7/18/2019	Lunchbox express	8	lunchbox express
7/19/2019	Lego	27	
7/20/2019	apollo	16	
7/23/2019	rockets	42	
7/24/2019	Storytime	49	

7/24/2019	Band	20
7/25/2019	Lunchbox express	21
7/25/2019	Elementary Art - Weaving	46
7/26/2019	legos	52
7/27/2019	Harry Potter Day	625
7/30/2019	Penny's Puppet Productions	90
7/31/2019	Storytime	39
7/24/2019	Band	20
	TOTAL	1937

Teen Programs

Date	Program Name	Attendance	Partner (if applicable)
7/3/2019	Teen Advisory Council	4	
7/3/2019	Teen Gaming	5	
7/10/2019	Teen Jewelry	12	
7/17/2019	Teen Art Class -Painting & Weaving	0	
7/24/2019	Teen Video gaming	5	
7/31/2019	Teen Lip gloss	14	
	TOTAL	40	

Adult Programs

Date	Program Name	Attendance	Partner (if applicable)
7/16/2019	Bridgewood Rivers Visit	20	
7/30/2019	Silent Book Group	7	
	TOTAL	27	

Library Card Sponsorship Program
Number of cards issued – 29

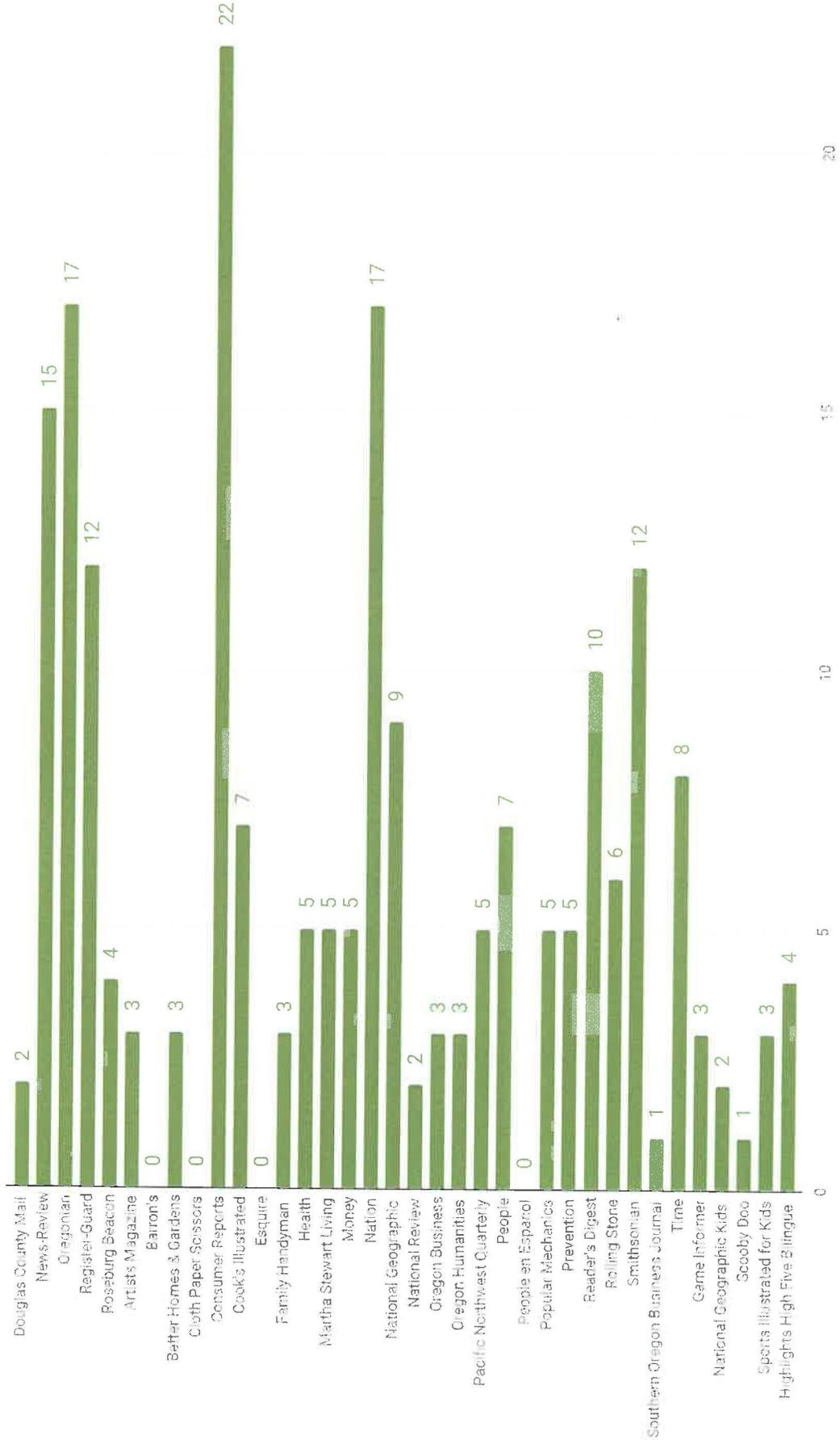
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MAGAZINE CIRCULATIONS 2019

Title	Circs	In-House Use
Air & space Smithsonian [serial]	1	0
American girl [serial]	2	1
Artist's magazine [serial]	4	4
Babybug	11	21
Barron's [serial]	0	0
Better homes and gardens [serial]	11	3
Cloth, paper, scissors [serial]	0	0
Consumer reports [serial]	2	2
Consumer Reports buying guide [serial]	0	0
Cook's illustrated [serial]	0	2
Douglas County pioneer [serial]	0	0
Esquire [serial]	1	1
Family handyman [serial]	1	1
Game informer magazine: for vid [serial]	0	0
Good housekeeping magazine [serial]	2	0
Health [serial]	0	0
Highlights for children [serial]	0	0
Highlights high five [serial]	1	0
Life [serial]	1	1
Martha Stewart living [serial]	6	4
Money [serial]	1	0
Nation magazine [serial]	0	1
National geographic [serial]	17	15
National geographic kids [serial]	2	1
National review [serial]	2	2
Oregon business [serial]	0	1
Oregon geology [serial]	1	0
Oregon historical quarterly [serial]	0	3
Oregon humanities [serial]	0	0
Pacific Northwest Quarterly [serial]	2	1
People [serial]	15	8
People en español [serial]	0	0
Pioneer days in the South Umpqua Valley	2	1
Popular mechanics [serial]	0	0
Prevention [serial]	6	5
Quilting arts [serial]	1	0
Reader's Digest [serial]	0	2
Rolling stone [serial]	0	0
Scooby Doo [serial]	2	1
Smithsonian [serial]	0	0

	file		
Southern Oregon Business Journa [serial]		0	0
Sports illustrated [serial]		0	0
Sports illustrated for kids [serial]		5	8
Time [serial]		10	9
WebMD the magazine [serial]		1	0

The library subscribes to the following newspapers and magazines. Which do you routinely visit the library to peruse? (Select all that apply.)



What magazines/newspapers do you suggest the library add to the collection?

Bitch

Otaku USA

Cosmopolitan, Elle, Real Simple, Sunset, Vogue, Women's Health

the New Yorker, the Atlantic

Fine Gardening

Kiplingers

Forbes

New Yorker

The economics, real simple, Forbes, esquire, Smithsonian, wired, popular science, O, car and driver

Sunset Magazine,

The New Yorker magazine; Discover; Forbes

True crime magazine

National geographic. High country News

Maximum PC, Discover, Clean Eating Magazine, Living Green Magazine

Coos Bay World; Kiplinger's

Wine Enthusiast

The Atlantic

Sunset

Sunset

Quilting magazine-always well-thumbed at the county library.

New Republic, In These Times, Discover & Science News

History magazine

If the library were to add your suggestions, which subscriptions should be canceled?

Beacon

The ROSEBURG Beacon

Barron's, Cooks, Game Informer, Martha Stewart, Rolling Stone, Scooby Doo,

People, People en espanol

Roseburg Beacon

National review

Rolling stone

Cook's Illustrated, Reader's Digest, Prevention, National Review, Time, Family Handyman, Esquire, Better Homes and Gardens, Pacific Northwest Quarterly

Cloth paper scissors, scooby doo, game informer, Oregon humanities, Oregon business, southern

Oregon business journal, barron's, roseburg beacon, register-guard, Douglas county mail, artists magazine

Roseburg Beacon

None

Peoples and Martha Stewart living and Roseburg beacon

Esquire, Money, Barron's, Family Handyman

Roseburg Beacon; Game Informer

Roseburg Beacon

Game Informer

Roseburg Beacon

Do people really come to the library to read celebrity magazines like People?