



ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, January 19, 2021

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 Belzner
Laura Harvey

Mandy Elder
Theresa Lundy

Francesca Guyer
Kelly Peter

III. APPROVAL OF MINUTES

A. December 15, 2020

IV. DISCUSSION ITEM

A. 2021-2025 Roseburg Public Library Strategic Plan

B. Exemption From Competition in the Public Contracting Process for the Purchase of Furniture and Mural for Roseburg Public Library

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.

V. BUSINESS FROM THE COMMISSION

VI. NEXT MEETING DATE: February 16, 2021

VII. INFORMATIONAL

- A. COVID-19 Update
- B. Monthly Statistics
- C. Programming
- D. Grants Update

VIII. ADJOURNMENT

**CITY OF ROSEBURG
LIBRARY COMMISSION MEETING MINUTES
December 15, 2020**

CALL TO ORDER:

Chair Andrea Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:01 p.m. on December 15, 2020, electronically via Zoom in Roseburg, Oregon.

ROLL CALL:

Present: Chair Andrea Zielinski, and Commissioners Kelly Peter, Theresa Lundy, Mandy Elder, and Laura Harvey

Absent: Commissioners Marcy Belzner and Francesca Guyer

Attending Staff: Library Director Kris Wiley, Youth Services Librarian Aurora Oberg, RARE AmeriCorps Participant Katie Fischer, City Manager Nicole Messenger, and City Recorder Amy Sowa

Others Present: None

APPROVAL OF MINUTES:

Commissioner Peter moved to approve the November 17, 2020, minutes. The motion was seconded by Commissioner Lundy and approved with the following vote: Chair Zielinski and Commissioners Lundy, Elder, Harvey, and Peter voted yes. No one voted no.

DISCUSSION ITEMS:

Director Wiley introduced the Library Phase II Renovations – Wall Mural project. She stated the City contracted with Anvil Northwest to design a mural for the wall in front of the Deer Creek Room. The space is 24.5 feet wide by 7.5 feet high. Library staff met with Anvil Northwest representatives and discussed general concepts, such as tying in colors to the Children's Room. Four concepts were reviewed by library staff and City department heads. Anvil Northwest incorporated that feedback and focused on two designs. Director Wiley shared photos of the space where the mural will be installed and the two designs.

There was extensive discussion about the mural designs. Director Wiley stated the City department heads preferred the streetscape design and the library staff preferred the "Explore the Mind" design. She stated library staff would like to change the small wording below "Explore the Mind," and she shared that this also was recommended by Commissioner Belzner in an email communication with Director Wiley. There was discussion about the wording with suggestions that included "Read More, Be More," "Read More, Learn More" and "Read, Discover."

Commissioner Peter stated she prefers the "Explore the Mind" design because people already have a negative connotation of the library being antiquated and no longer relevant and she would like to avoid artwork that displays the year 1872. Commissioner Elder stated "Explore the Mind" fits with the strategic planning vision and suggested that the small wording could

relate to the strategic plan. RARE AmeriCorps Participant Fischer agreed that the mission statement could be incorporated. Commissioner Harvey stated the "Explore the Mind" design is inviting because it is asking you to do something, there is action behind it, and any kind of action that involves reading is a brilliant move for a mural in the library. There was discussion about the titles showing on the spines of the books; Commissioner Harvey stated she likes the titles on the books and the book colors from an artistic standpoint. City Recorder Sowa agreed and stated it is very artistic and has a nice feel.

Director Wiley recapped the discussion by stating the Commissioners would like the vendor to focus on the "Explore the Mind" design. We can perhaps see what it looks like with the words "Read, Discover," and when we get to RARE AmeriCorps Fischer's strategic plan discussion later in the meeting, we can see if any of those words would work on the mural. Director Wiley stated the vendor is waiting to make final changes, and the design file will be sent to FCC Furniture locally, where it will be printed, and then it will be installed. We will purchase furniture that ties in with the colors of the mural.

Commissioner Harvey stated she loves the trees in this design and the nod to the Children's Room.

Director Wiley stated she will check with the vendor about the white in the upper part of the mural to ensure it will work with the white wall. This was a concern of the department heads.

BUSINESS FROM THE COMMISSION:

Commissioner Harvey reported that schoolchildren from Indonesia reached out through Katie Royce, a teacher at Melrose who now is teaching at an international school. The students are doing a unit on how individuals change the world. They asked Commissioner Harvey to talk about the library's reopening process.

NEXT MEETING DATE:

Tuesday, January 19, 2021, at 4 p.m.

INFORMATIONAL:

COVID-19 Update

Director Wiley stated the library will consider reopening when Douglas County reaches the Moderate metric according to Oregon Health Authority. In the meantime, we will continue drive-up services, and we will issue cards by email. Patrons may submit reference questions to library@cityofroseburg.org or 541-492-7050.

Monthly Statistics

Director Wiley presented the monthly statistics. She reported that circulation of physical materials declined significantly and circulation of electronic materials remained steady and accounted for 48 percent of all checkouts in November. Drive-up pickup service continues to be popular with 35 vehicles on December 1 and 110 vehicles on December 8.

Programming

Director Wiley stated the library's two presentations for adults in the past month each had an attendance of about 35 people. She noted that we count online attendance as one-minute views in the first 24 hours. The City has contracted with the Douglas Education Service District for an event planner who will book speakers and manage logistics for adult programs over the next six months. The Winter Reading Program for adults includes an interactive Google map on the library website at www.roseburgpubliclibrary.org, and patrons are encouraged to email the title, author, and setting of the books they read through January 9.

Librarian Oberg stated there were three online special programs in November: Penny's Puppet Productions show about fantastical books; Steve Chaney's ventriloquist program; and Traveling Lantern Theatre's Sherlock Holmes play. She reported that regular storytimes shared on Facebook generate three to nine views within the first 24 hours. There were two Saturday musical storytimes presented by Library Aide Mark Breckenridge, who has a doctorate in music.

The Winter Reading Program includes prizes kids can win by filling out book reviews. Commissioner Harvey asked whether the library promoted the program on the school district's PeachJar account. Librarian Oberg said the library did not use PeachJar. Commissioner Harvey stated this is a difficult time to get kids engaging with reading and she will look into assisting library staff with using PeachJar. Librarian Oberg stated the Winter Reading Program includes winter craft kits every week. Online performers this month include Karen Kitchen, a member of the Osage Nation, who is presenting two Native storytimes, A Christmas Carol theater production, and a program provided by the University of Oregon Museum of Natural and Cultural History. Director Wiley stated library staff shared information about Karen Kitchen's program with Chelsea Duncan at the Douglas Education Service District, who sent it to her school contacts, and library staff will ask Ms. Duncan to do the same with general Winter Reading Program information.

Chair Zielinski stated she loves that through COVID-19 the library is using technology and connecting people with programs, and she suggested that Commission members share program information so more people connect with the library.

Commissioner Harvey noted that one of the fun things to think about is reading challenges that help kids stay engaged because grades 6 through 12 are getting language arts only half of the year.

Strategic Plan Update

RARE AmeriCorps Participant Fischer presented the library's strategic plan update. She stated the strategic planning committee delved into goals, outlined all objectives and deliverables, and looked at where the deliverables would fall in a timeline with the idea that the highlights will be included in a pamphlet that will be available to the public. There also will be a document that includes the entire strategic plan.

RARE AmeriCorps Participant Fischer stated each goal includes a basic description then specific objectives and deliverables. She shared the document on the screen and scrolled through it so Commission members and viewers could review it.

Commissioner Harvey stated the plan came together well. Commissioner Elder noted in the chat that it is very detailed. Commissioners Lundy and Harvey liked the walking book group idea, and Director Wiley stated that idea came from Circulation Supervisor Liz Hendershott. Commissioner Harvey expressed her approval for including library funding as a goal.

RARE AmeriCorps Participant Fischer shared a working draft of the pamphlet, and she stated she is working with Management Assistant Koree Tate to create a visually appealing document.

Commissioner Harvey stated the mural's small words could be "inspire curiosity" from the mission statement. Commissioner Elder stated they could be "community, curiosity, learning."

The Commission members praised RARE AmeriCorps Participant Fischer for her work. City Recorder Sowa, who is on the strategic planning committee, also praised RARE AmeriCorps Participant Fischer; she stated the process was fun and each meeting was productive.

Director Wiley praised RARE AmeriCorps Participant Fischer. She stated the next step is for RARE AmeriCorps Participant Fischer to complete the document, and it will be presented to the Library Commission as a final product at the next meeting. The Commission will be the group to consider it and support its implementation. This will not go to City Council. The strategic planning committee members would like to be involved in the next meeting, so they will be invited, and this will be a discussion item.

Chair Zielinski stated she is proud of all the work the City of Roseburg, Commission, and staff have done to make our library so beautiful, vibrant, and connected to our community.

Grants Update

Director Wiley reported the library applied for the Libraries Transforming Communities: Focus on Small and Rural Libraries grant from the American Library Association to support a community read project.

Director Wiley reported the library will apply for \$3,000 to \$4,000 in funding to implement a free book bag kit for youth primarily in low-income housing through Three Rivers Foundation, and the library will apply for \$1,000 in funding from the Douglas County Cultural Coalition to help fund a storywalk and youth programs for the Summer Reading Program.

Director Wiley stated she has spent quite a bit of time working on Dolly Parton Imagination Library grant application and reports. The program has reached well over 1,000 youth in 14 months. The Friends of the Roseburg Public Library, through the efforts of Event Planner Cindy Doyle, implemented a fundraising drive through Facebook and a print ad in the News Review. To date, about \$1500 have been raised. In answer to Commissioner Harvey's question, Director Wiley stated Imagination Library costs \$25 per year per child. Commissioner Elder asked about the fundraising goal. Director Wiley replied that the program is designed to continue in perpetuity, so fundraising is never ending. She stated if the program reaches its goal of 60 percent of eligible children actively participating, it will cost about \$42,000 per year. Ms. Doyle is contracted to work on an annual fundraising plan. In response to Chair Zielinski's

question about how the Commissioners can help, Director Wiley stated they can share fundraising information with friends, family, and early literacy champions. In response to Commissioner Elder's question, Director Wiley stated donations can be mailed to the Friends of the Roseburg Library at PO Box 1921, Roseburg, OR 97470 or online at imaginationlibrary.com.

ADJOURNMENT:

The meeting adjourned at 4:53 p.m. The next meeting is scheduled for Tuesday, January 19, 2021, at 4 p.m.

Respectfully submitted,

Kristen L. Wiley

Kris Wiley, Library Director



ROSEBURG LIBRARY COMMISSION AGENDA ITEM SUMMARY

COMMISSION AGENDA

Meeting Date: January 19, 2021
Department: Library
www.cityofroseburg.org

Agenda Section: Discussion Items
Staff Contact: Kris Wiley
Contact Telephone Number: 541-492-7051

ISSUE STATEMENT AND SUMMARY

The Library Commission will meet on its regularly scheduled date January 19, 2021.

BACKGROUND

Discussion items.

The following are the discussion items on your agenda:

- A. **2021-2025 Roseburg Public Library Strategic Plan** – Resource Assistance for Rural Environments AmeriCorps Participant Katie Fischer will present the library's first five-year strategic plan for your review. Ms. Fischer facilitated the strategic planning committee, composed of City staff and community members, that created the document. The Library Commission will discuss the strategic plan and determine whether to approve its adoption and implementation.

SUGGESTED MOTION – I move that the Library Commission approve the adoption and implementation of the 2021-2025 Roseburg Public Library Strategic Plan.

- B. **Exemption From Competition in the Public Contracting Process for the Purchase of Furniture and Mural for Roseburg Public Library** – Staff is working on Phase II renovations at the library. The issue for the Library Commission is whether to recommend that the City Council adopt a resolution and approve an exemption from competition in the public contracting process for the purchase of furniture and a mural for the library's public use area.

Soon after the library opened in December 2018, staff began planning a second phase of renovations to include upgrading the Ford meeting room and redesigning the library's public use space.

The City contracted with FCC Commercial Furniture, Inc. on April 17, 2019, and they received \$3,325 to conceptualize the redesign of the library's public use space. The work has focused on replacing furniture and adding a large wall mural. FCC Commercial Furniture, Inc. is based locally, affording staff the opportunity to consult numerous times in person with FCC designers over the past two years to develop a unique schematic that will enhance the library's usability and visual appeal.

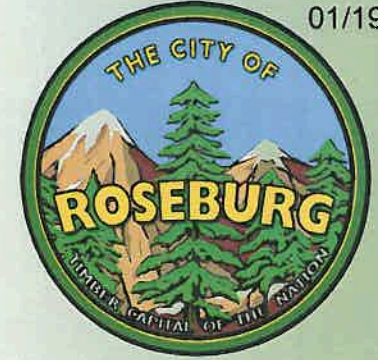
The City contracted with FCC Commercial Furniture, Inc. to design, manufacture, and deliver new public computer stations in fall 2020. The public computer station design will complement the rest of the furnishings being considered.

FCC Commercial Furniture, Inc. manufactures nearly all of its furniture at its Wilbur location, reducing costs, delivery delays, and public health concerns related to COVID-19.

SUGGESTED MOTION – I move that the Library Commission recommend the City Council adopt a resolution and approve an exemption from competition in the public contracting process for the purchase of furniture and a mural for the library's public use area.

ATTACHMENTS

1. 2021-2025 Roseburg Public Library Strategic Plan brochure
2. 2021-2025 Roseburg Public Library Strategic Plan Outline of Goals
3. Resolution No. 2021- A Resolution Regarding an Exemption From Competition in the Public Contracting Process for the Purchase of Furniture and Mural for Roseburg Public Library
4. Budget for Phase II Renovations at Roseburg Public Library



Welcome to **ROSEBURG PUBLIC LIBRARY**

2021-2025 STRATEGIC PLAN

1409 NE Diamond Lake Blvd.,
Suite 100

Roseburg, OR 97470
541.492.7050

library@cityofroseburg.org
www.roseburgpubliclibrary.org



“Promote community, inspire curiosity, encourage learning”

These mission, vision, and values statements guided Roseburg Public Library’s strategic planning.



Values Statement

The library...

- is accessible to all, offering open and affordable resources and services.
- serves as a focal point for community engagement and connection.
- collaborates with groups and organizations to create new opportunities for the community.
- promotes literacy and provides educational opportunities for independent lifelong learning.
- is a safe space that honors inclusivity, equity, and respect.
- is a resource to engage curiosity, creativity, and imagination.
- upholds transparency, in both operations and funding.
- supports the ideals of intellectual freedom.
- protects the privacy and confidentiality of all patrons.

Why does the library need a strategic plan?

As an active and vital part of the Community, Roseburg Public Library’s first strategic plan provides a working blueprint that represents what the community wants to see from its library. The plan, approved by the City of Roseburg’s Library Commission on **DATE**, gives the library focus and direction in its efforts and energy.

How was the strategic plan made?

The library staff gathered community feedback from a Use Assessment Survey and by gathering quick feedback from library patrons. A group of passionate community members, staff, and other stakeholders collectively informed the strategic planning process as a Strategic Planning Committee. This plan is the result of a year-long collaboration, with the aim of best serving the Roseburg community for the five year period.

Acknowledgements

We want to acknowledge and express our deep appreciation to all those who contributed to the strategic planning process, especially our patrons, the City of Roseburg Library Commission, Roseburg Public Library Staff and the Strategic Planning Committee:

Michelle Altermatt; Steve Bahr; Marcy Belzner; Lance Colley; Katie Fischer; Betina Frost; Laura Harvey; Sandra J. Henry; Elaine Rodriguez; Amy Sowa; Kris Wiley

Our vision: “Roseburg Public Library recognizes its ongoing responsibility to grow as a vibrant and dependable community resource.”

Goal 1: Collection development education and awareness

- *Participate in regular community engagement and feedback*
- *Practice transparency in collection development goals and decisions*
- *Update community on changes and updates to the collection*
- *Increase awareness of collections that represent underserved communities*

Goal 2: Create opportunities for lifelong learning

- *Retain young readers as they mature*
- *Bridge the digital divide*
- *Increase educational opportunities for all ages*

Goal 3: Enhance community outreach and awareness

- *Expand the homebound program*
- *Foster community book groups*
- *Bolster communications and avenues for information sharing*
- *Connect community groups and expand library services beyond the confines of the building.*
- *Increase outreach to underserved communities*

Goal 4: Explore opportunities for long-range, enhanced funding

- *Assess funding sourced by grants*
- *Increase ease of applying for grants*
- *Review opportunities for enhanced funding.*



The four goals will guide Roseburg Public Library's efforts in developing and implementing specific projects and initiatives. From 2021-2025 the library will monitor the needs and priorities of the community and adjust the goals accordingly.

2021-2025 Strategic Plan Outline of Goals

Collection development education and awareness: The library's collection of books, DVDs, and audiobooks is ever evolving, with the goal of providing popular and current titles to readers of all interests, levels, and ages. Keeping the community aware of Roseburg Public Library's collection development goals is vital, as is listening to our patrons' collection development feedback.

1. Regular community engagement and feedback:
 - a. Post a monthly, quick question around the library: examples include asking for patron feedback on preferred genres, authors, booklists they are interested in, etc. **Implementation: 2021 and ongoing.**
 - b. Post monthly prompts to the community via the library's social media platforms, which closely resemble the question(s) posted around the library. **Implementation: 2021 and ongoing.**
 - c. Include a semi-regular question with Kris's newspaper articles with the News Review; again, these questions will be similar to those posted on other platforms. **Implementation: 2021 and ongoing.**
2. Practice transparency in collection development goals and decisions:
 - a. Write newspaper articles twice a year on collection development, including outlining RPL's specific goals with collection development. **Implementation: 2021 and ongoing.**
 - b. Review the collection development policy once a year, to ensure day-to-day goals with collection development align with stated goals within the policy. This review will be done with the Library Commission. **Implementation: 2022.**
 - c. Regularly post on social media about additions to the collection, newly curated booklists, underappreciated parts of the collection, and more. **Implementation: 2021 and ongoing.**
3. Increase awareness of collections that represent underserved communities:
 - a. Conduct a collection diversity survey to ensure that diverse perspectives are being appropriately represented in our youth and adult collection. **Implementation: 2025.**
 - b. Regular social media posts highlighting diverse collections, including additions to the collection, new booklists, etc. **Implementation: 2021 and ongoing.**
 - c. Curate and update booklists quarterly that focus on promoting diverse perspectives, authors, and stories from our catalog. **Implementation: 2023 and ongoing.**
 - d. Make connections with the local Cow Creek Band of Umpqua Tribe of Indians to potentially promote their education centers and bibliographies, and promote these resources through newspaper articles, social media, etc. **Implementation: begin outreach in the spring with summer reading, 2021 and ongoing.**

Create opportunities for lifelong learning: The library serves as a unique setting for lifelong learning, especially by providing educational opportunities for all ages. Opportunities include computer classes, informative and fun STEAM programming, and learning about other cultures and perspectives.

4. Retain young readers as they mature:
 - a. Host monthly tween programs, with particular emphasis on educational programs in a relaxed setting. Reach out to middle school libraries and the Douglas County Boys and Girls Club to supplement existing programs and resources. **Implementation: 2022 and ongoing.**
 - b. Provide a short survey for program participants in order to gather feedback on engagement, interest in future programs, etc. **Implementation: 2022 and ongoing.**
5. Bridge the digital divide:
 - a. Add a section to the collection development policy regarding electronic resources. **Implementation: 2023.**
 - b. Advertise access to databases provided by the State Library of Oregon on social media, articles, and other platforms. **Implementation: 2022 and ongoing.**
 - c. Create and teach a free basic computer skills class curriculum for adults. Each class will be held at least once a month. **Implementation: 2021 and ongoing.**
 - i. Reach out to local organizations and groups that would be interested in free computer skills classes for initial feedback on what specific skills to emphasize in the curriculum. **Implementation: 2021.**
 - d. Host monthly or twice monthly “Tech Time” walk-in opportunities for patrons to get individualized technology assistance. **Implementation: 2022 and ongoing.**
 - e. Establish a volunteer-run desk at the front to focus on providing as-needed technical help, including printing services and library computer use. Staff will step in for volunteers as needed. **Implementation: 2022 and ongoing.**
6. Increase educational opportunities for all ages:
 - a. Strengthen partnerships with schools, such as through class field trips to the library, cross-promotion of programs and opportunities, and advertising relevant library resources to the schools (for example, the teacher library card system). **Implementation: contact schools annually to arrange tours starting in the fall, reach out to schools about summer reading in the spring, 2022 and ongoing.**
 - b. Develop a robust educational programming schedule for youth and adults, including inviting subject experts to come to the library to speak or conduct a workshop four times a year. **Implementation: plan programs in the early fall and spring, run programs throughout the following months, 2022 and ongoing.**

Enhance community outreach and awareness: The library is more than just a physical building, and often serves as a mechanism for community connections and engagement. Outreach is a particularly powerful method of bringing a community together. Outreach not only makes the library’s services and materials more accessible, it also gives a voice to underserved and underrepresented groups within the community.

1. Work with local nursing homes and senior living facilities to expand the homebound program:
 - a. Analyze the homebound program for effectiveness, and the potential for using this model on expanding to other parts of the community, such as with HADCO locations. **Implementation: 2023.**
2. Foster community book groups:
 - a. Work with Blue Zones to start a monthly walking book group. **Implementation: 2024.**
 - b. Explore grant opportunities for ordering book club kits. **Implementation: 2024.**
3. Bolster communications and avenues for information sharing:
 - a. Distribute a communications survey once every five years to find out how the community gathers information and news. **Implementation: 2024.**
 - b. Review the library's social media platforms twice a year to assure that we are maximizing their potential according to community interests and staff capacity. **Implementation: 2024.**
4. Connect community groups and expand library services beyond the confines of the building:
 - a. Participate in outreach events at least four times a year, such as at the Umpqua Farmers' Market and Music on the Half Shell. **Implementation: 2022 and ongoing.**
5. Increase outreach to underserved communities.
 - a. Host workshops and/or programs in Spanish twice a year, working with local community influencers in the Latinx community to help with promotion and program design. **Implementation: 2022 and ongoing.**
 - b. Strengthen partnerships with the Cow Creek Band of Umpqua Tribe of Indians in order to host workshops and/or programs centered on Native American history, culture, events, and more twice a year. **Implementation: 2022 and ongoing.**
 - c. Explore opportunities to support English as a Second Language (ESL) learners. Working to supplement the local school system's existing ESL resources. **Implementation: 2023.**

Explore opportunities for long-range, enhanced funding: A library's capacity, programming, and access to resources goes beyond the passion of its staff, volunteers and patrons. Regular funding is an essential component of a library's functioning, which can be supplemented with grants and donations.

1. Assess funding sourced by grants
 - a. Create a plan outlining grant opportunities and year-long grant application timeline, to document what grants are available and when applications are open. **Implementation: 2025.**
 - b. Assess the budget to see what areas are most impacted by grant funding, and analyze what areas need more funding, in order to set clear goals with grant opportunities in the future. **Implementation: 2025.**
 - c. Create a standard document to be referenced for future grant applications, in order to make grant applications less time consuming, and potentially allowing other staff members to write grants as well. **Implementation: 2025.**

2. Review with city manager potential opportunities for enhanced funding in the next five years. **Implementation: 2023.**

RESOLUTION NO. 2021-__**A RESOLUTION REGARDING AN EXEMPTION FROM COMPETITION IN THE
PUBLIC CONTRACTING PROCESS FOR THE PURCHASE OF FURNITURE
AND MURAL FOR ROSEBURG PUBLIC LIBRARY**

WHEREAS, in April 2018, the City engaged FCC Commercial Furniture, Inc. to provide design services for a project to improve the public use areas at Roseburg Public Library; and

WHEREAS, since 2018, FCC Commercial Furniture, Inc. has received \$3325 and worked extensively with staff to develop a unique schematic focused on furniture and a mural that will enhance the library's usability and visual appeal; and

WHEREAS, Roseburg Municipal Code Section 3.06.035 permits the City Council to exempt a special public contract from competition on making appropriate findings; and

WHEREAS, FCC Commercial Furniture, Inc.'s prior work on the project and familiarity with the project gives it specialized knowledge particular to the project and a unique capacity and capability to perform the work; and

WHEREAS, FCC Commercial Furniture, Inc. manufactures nearly all of its furniture locally, which reduces cost, delivery delays, and public health concerns related to COVID-19.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG that:

Section 1. Based on the above findings, which are incorporated herein by this reference, and under Roseburg Municipal Code Section 3.06.035, the City Council hereby determines that purchasing furniture and a mural from FCC Commercial Furniture, Inc. through an exemption in the competitive bid process is unlikely to encourage favoritism or diminish competition and will result in a substantial cost savings for the City.

Section 2. The Council hereby exempts the contract between the City and FCC Commercial Furniture, Inc. from the competitive bid process and authorizes the City Manager to enter into a contract with FCC Commercial Furniture, Inc. for the purchase of furniture for the Roseburg Public Library in the amount of \$71,000.

Section 3. The exemption granted by this Resolution shall in no way impair the City's ability to elect, in the future, to award related contract to other qualified suppliers.

Section 4. This resolution shall become effective immediately upon adoption by the Roseburg City Council.

**ADOPTED BY THE ROSEBURG CITY COUNCIL AT ITS REGULAR MEETING
ON THE 8TH DAY OF FEBRUARY, 2021.**

Amy L. Sowa, City Recorder

Library Renovation Project - Phase II Revenue

Epping Fund (Salem Foundation) grant	\$48,586
Douglas Community Fund (OCF) grant	\$12,000
C. Giles Hunt Trust (Wells Fargo) grant	\$10,000
Library Special Revenue Fund transfer	\$15,500
Friends of the Roseburg Public Library	\$3,221
Douglas ESD 50% of Ford Room costs (est.)	\$18,693

TOTAL REVENUE **\$108,000**

Library Renovation Project - Phase II Expenses

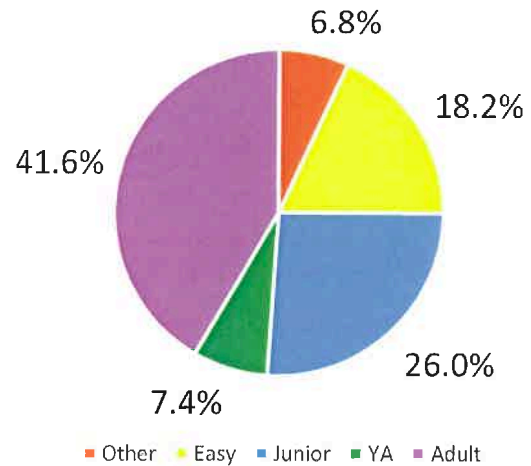
Ford Room (estimated)	\$37,000
Main Library Building (estimated)	\$71,000

TOTAL EXPENSES **\$108,000**

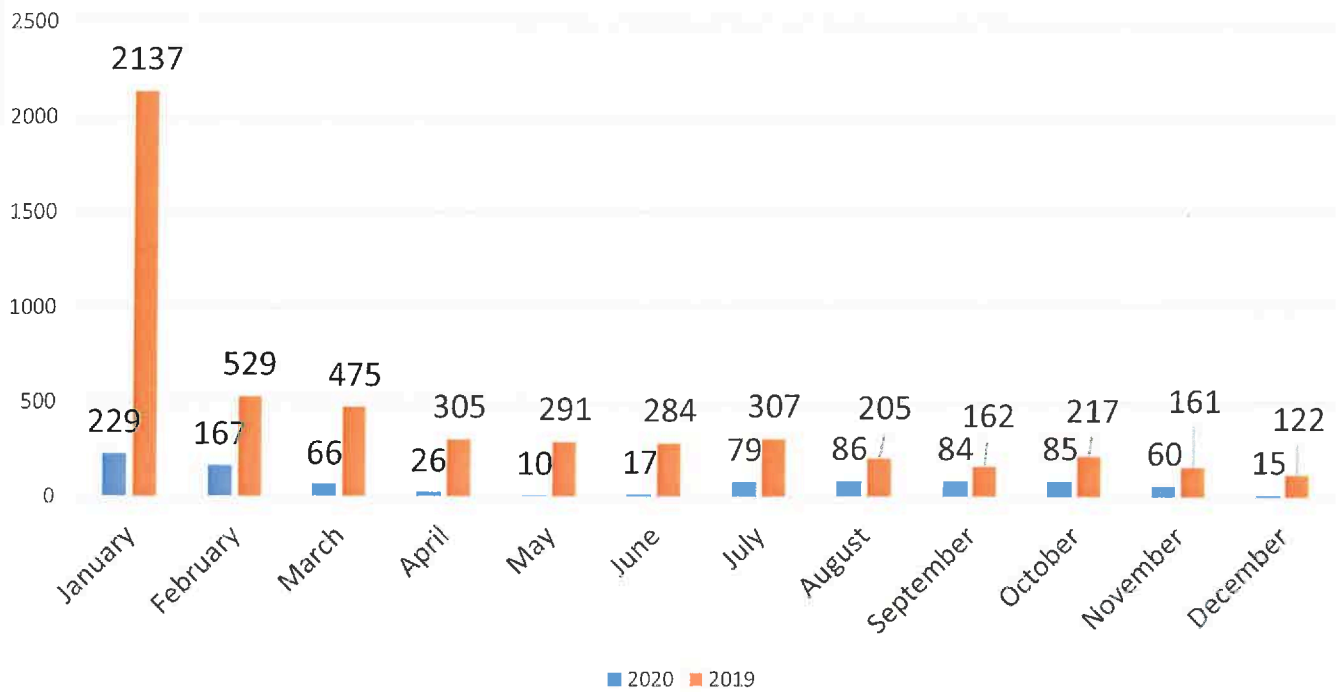
01/19/2021

		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	6.8%	18.2%	26.0%	7.4%	41.6%
2 - Adult Audiobook	55	287	764	1092	309	1745
3 - Adult DVDs	80					
4 - Adult Fiction	709					
5 - Adult Graphic Novel	6					
6 - Adult Nonfiction	376					
7 - Board Book	52					
8 - Children's CD Book	3					
9 - Children's Audiobook	29					
10 - Children's DVD	58					
11 - Children's Graphic Novel	0					
12 - Children's Reference	1					
16 - Fantasy	13					
17 - Foreign Language F/NF	4					
19 - Junior Fiction	583					
20 - Junior Graphic Novel	127					
21 - Junior Nonfiction	295					
22 - Large Print	219					
23 - Magazine	12					
25 - Mystery	475					
30 - Oversize	1					
34 - Picture Book	507					
35 - Prof Collection	15					
36 - Reader	186					
37 - Reference	0					
39 - Science Fiction	19					
42 - Western	12					
44 - Young Adult Audiobook	9					
45 - Young Adult DVD	40					
46 - Young Adult Fiction	174					
47 - Young Adult Graphic Novel	57					
48 - Young Adult Nonfiction	29					
OTAP	0					
Off Site	0					
None/On-the-fly	51					
TOTAL	4197					

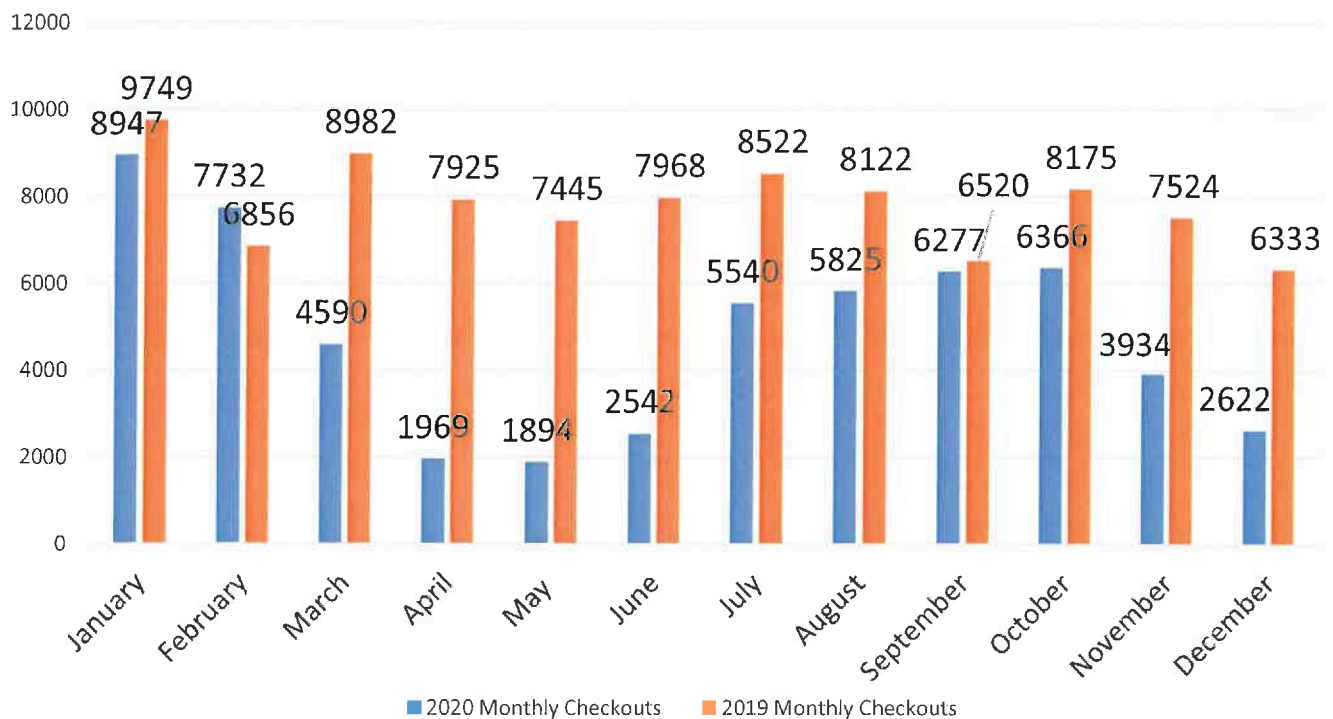
November 15-January 10
Circulation by Material Type

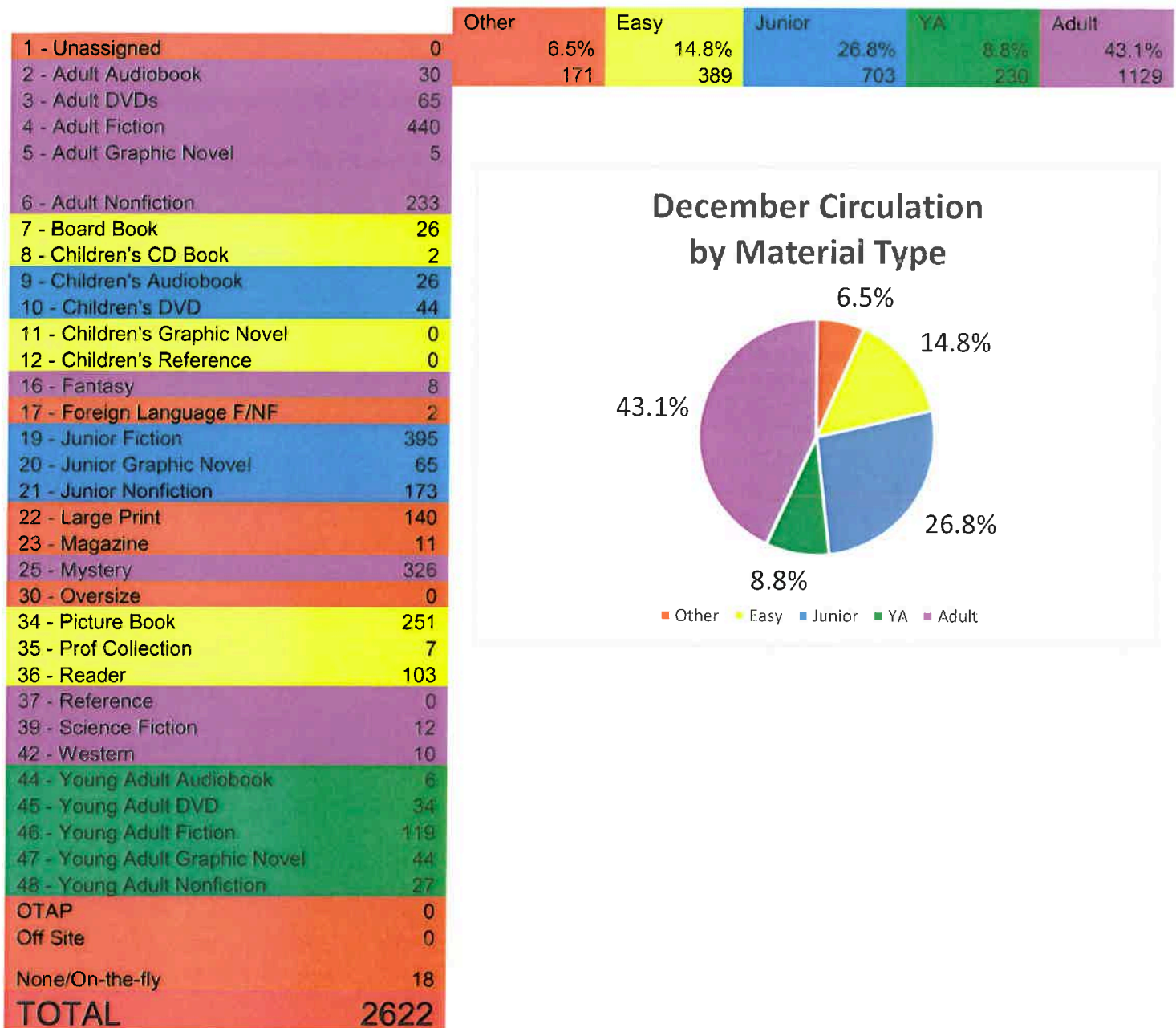


New Users Monthly Comparison



Physical Materials Checkouts





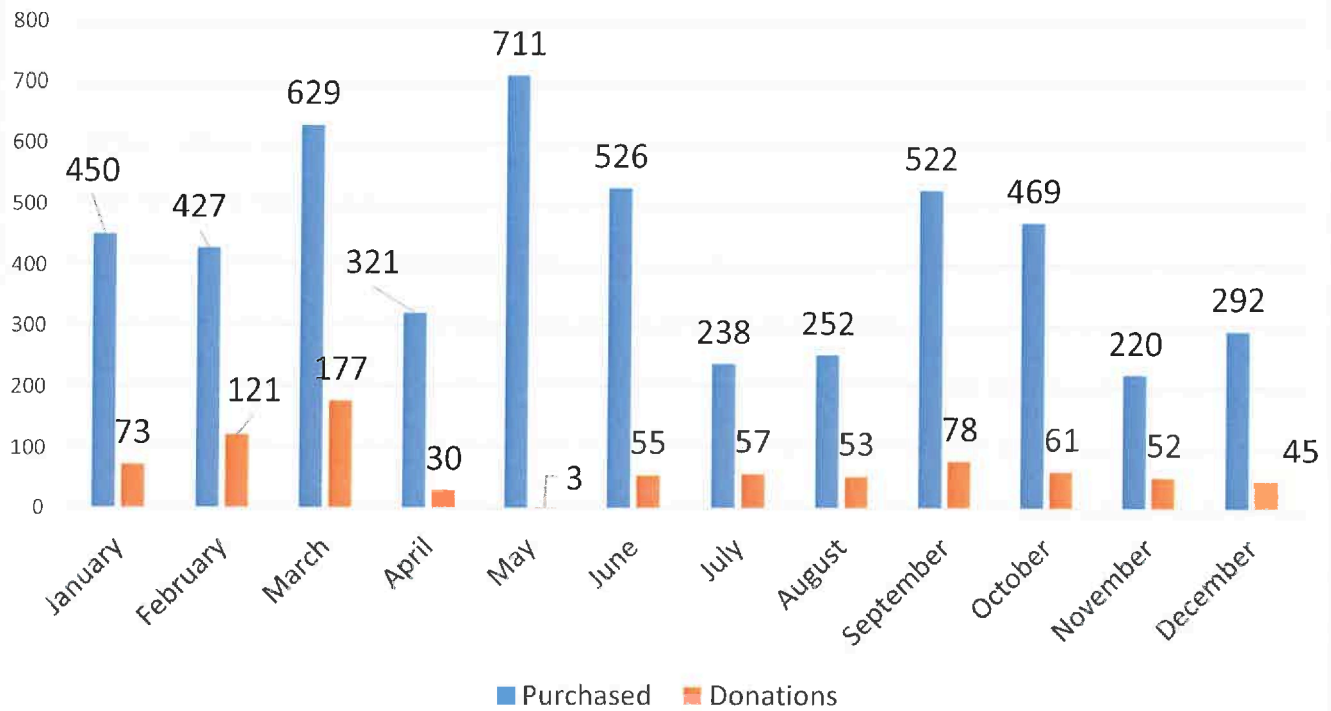
NEW Items Snapshot - January 8, 2021

Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	3574	493	13.79%
Picture Books	473	70	14.80%
Adult Fiction	611	95	15.55%
YA Fiction	187	17	9.09%

Circulation Snapshot - January 8, 2021

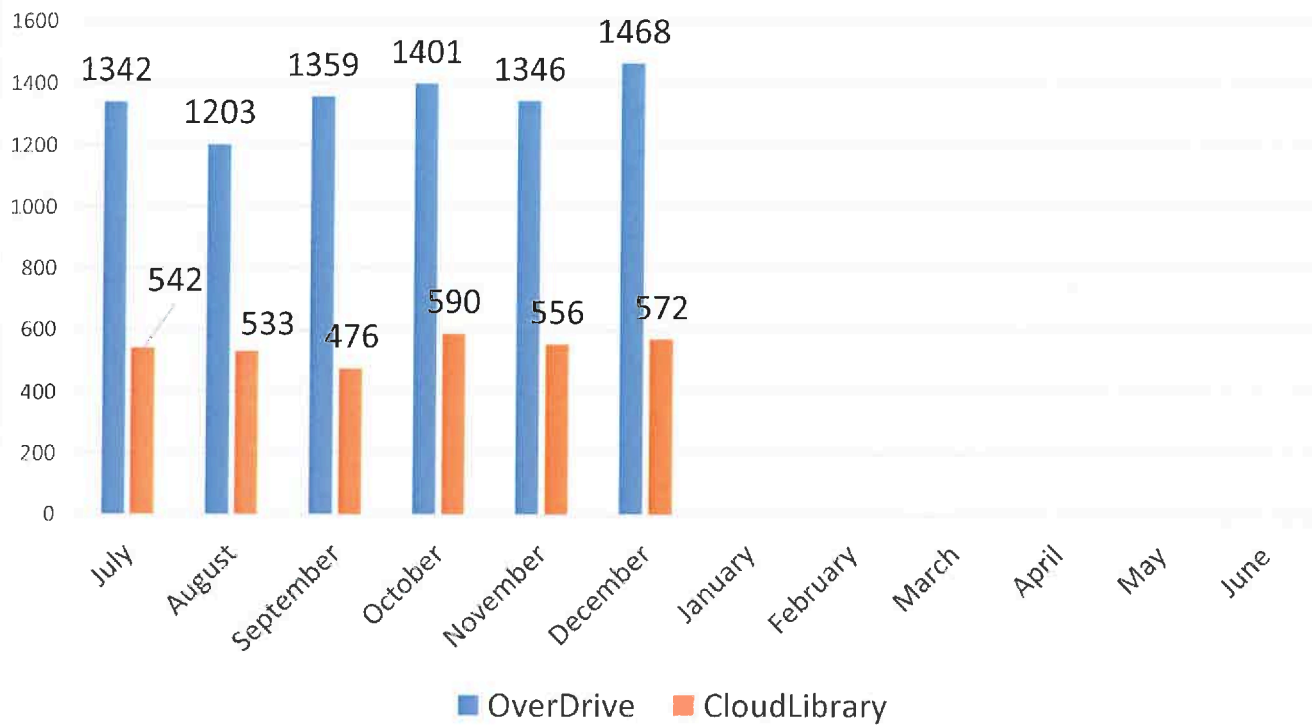
Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1755	2.3	64	3.6
3 - Adult DVDs	2162	2.8	92	4.3
4 - Adult Fiction	14034	18	555	4
5 - Adult Graphic Novel	365	0.5	15	4.1
6 - Adult Nonfiction	16243	20.9	494	3
7 - Board Book	432	0.6	70	16.2
8 - Children's CD Book	128	0.2	3	2.3
9 - Children's Audiobook	656	0.8	29	4.4
10 - Children's DVD	696	0.9	63	9.1
11 - Children's Graphic Novel	6	0	1	16.7
12 - Children's Reference	170	0.2	0	0
14 - Equipment	9	0	0	0
16 - Fantasy	136	0.2	8	5.9
17 - Foreign Language F/NF	745	1	8	1.1
18 - Govdoc	27	0	0	0
19 - Junior Fiction	4869	6.3	550	11.3
20 - Junior Graphic Novel	901	1.2	96	10.7
21 - Junior Nonfiction	8247	10.6	291	3.5
22 - Large Print	1728	2.2	147	8.5
23 - Magazine	2948	3.8	6	0.2
25 - Mystery	5743	7.4	271	4.7
27 - Newspaper	6	0	0	0
30 - Oversize	69	0.1	1	1.4
34 - Picture Book	4608	5.9	454	9.9
35 - Prof Collection	320	0.4	19	5.9
36 - Reader	1873	2.4	191	10.2
37 - Reference	615	0.8	1	0.2
39 - Science Fiction	1385	1.8	37	2.7
42 - Western	827	1.1	6	0.7
44 - Young Adult Audiobook	229	0.3	9	3.9
45 - Young Adult DVD	378	0.5	34	9
46 - Young Adult Fiction	3394	4.4	259	7.6
47 - Young Adult Graphic Novel	1063	1.4	101	9.5
48 - Young Adult Nonfiction	861	1.1	32	3.7
49 - Young Adult Reference	0	0	0	0
50 - OTAP	264	0.3	5	1.9
51 - Off Site	2	0	0	0
Total	77894		3912	5

Items Added

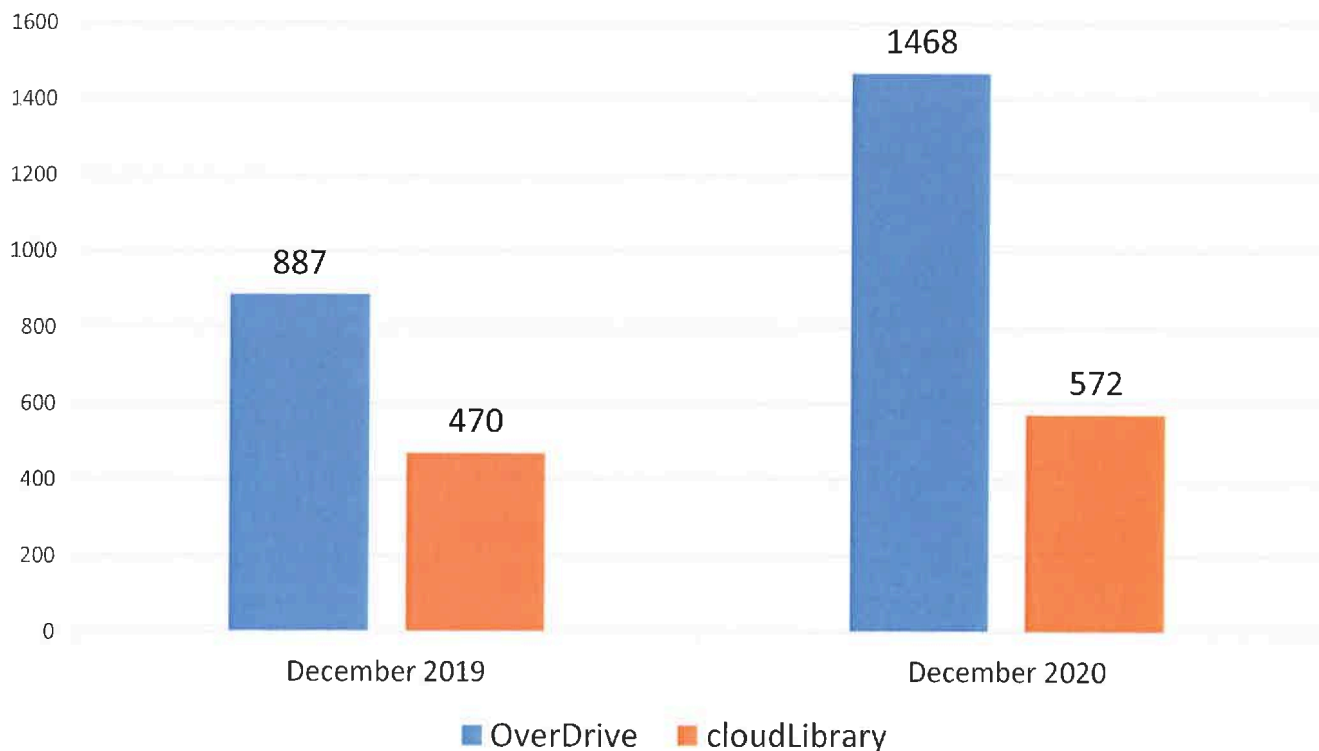


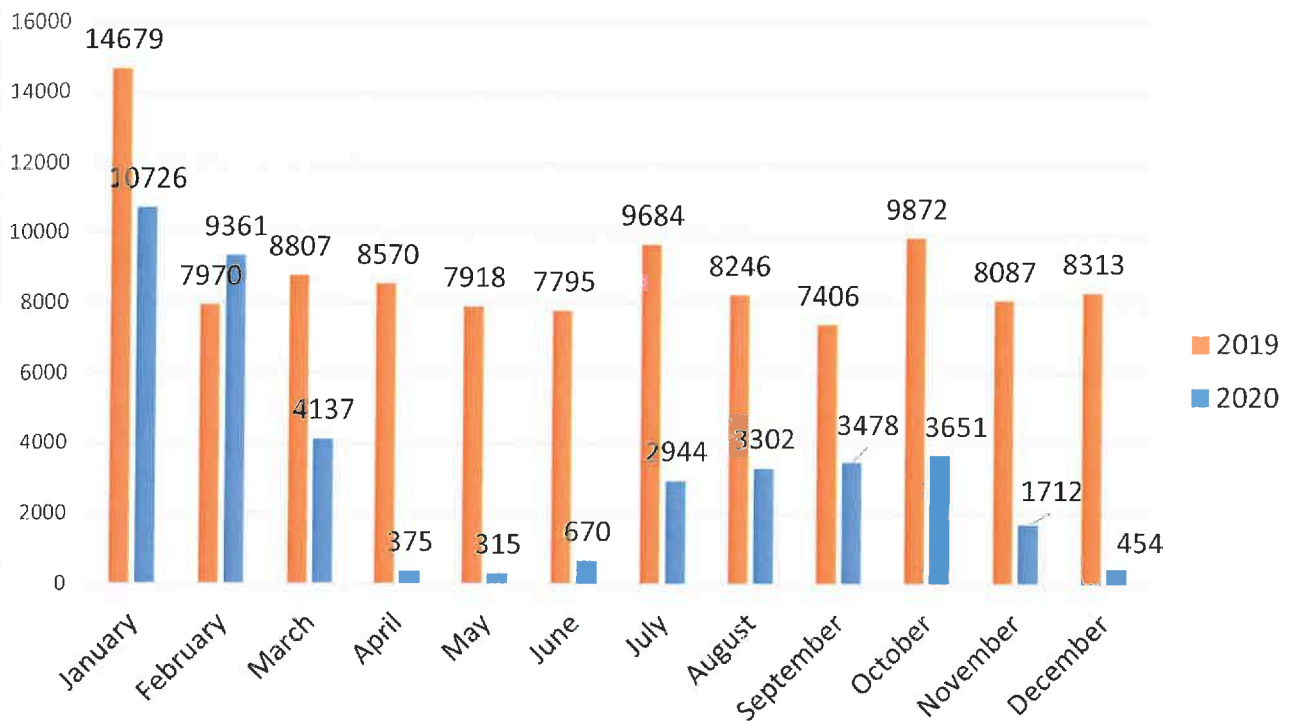
Total value added to collection
December 2020 - \$5770.27

FY 2020-2021 OverDrive & cloudLibrary Circulation



Ebooks Monthly Comparison



2019 VS 2020 Monthly Door Count Comparison

Library Card Sponsorship Program

Number of cards issued FY 2020-2021 – 34

Children's In-Person Programs

Date		Attendance	Partner (if applicable)
12/1/2020	Book Pick Up Craft - Owls	24	
12/8/2020	Book Pick Up Craft - Shrinky Dink	30	
12/15/2020	Book Pick Up Craft - SnowFlakes	45	
12/22/2020	Book Pick Up Craft - Ornament	40	
	TOTAL	139	

Children's Virtual Programs

Date	Name	Live/Streaming Program	Recorded Program	One-Minute Views at 24-Hour Mark/Attendance
12/1/2020	Mad Science	x		27
12/2/2020	Storytime		x	2
12/9/2020	Storytime		x	3
12/10/2020	Native Storytime	x		9
	Traveling Lantern			
12/13-12/20	Scrooge Play		x	35+
12/16/2020	Storytime		x	7
12/17/2020	Native Storytime	x		7
12/23/2020	Storytime		x	7
	MNCH Video & Craft			
12/27/2020	Kit Animals		x	33
12/30/2020	Storytime		x	6
	TOTAL			136

Adult Virtual Programs

Date	Name	Live/Streaming Program	Recorded Program	One-Minute Views at 24-Hour Mark/Attendance
12/3/2020	Author Kendra Elliot	x		34
12/29/2020	Online Book Group	x		5
	TOTAL			39