



ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, March 16, 2021

4:00 P.M. Regular Meeting
Electronic Meeting

Public Access: Facebook Live at [www.Facebook.com/CityofRoseburg](https://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. February 16, 2021

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, March 16, 2021**. 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

V. NEXT MEETING DATE: April 13, 2021

VI. INFORMATIONAL

- A. Monthly Statistics
- B. Programming
- C. Renovations Update
- D. Grants Update

VII. ADJOURNMENT

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3.11.2021

**CITY OF ROSEBURG
LIBRARY COMMISSION MEETING MINUTES
February 16, 2021**

CALL TO ORDER:

Chair Andrea Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:03 p.m. on February 16, 2021, electronically via Zoom in Roseburg, Oregon.

ROLL CALL:

Present: Chair Andrea Zielinski, and Commissioners Kelly Peter, Theresa Lundy, Mandy Elder, and Francesca Guyer

Absent: Commissioners Laura Harvey and Marcy Belzner

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

Others Present: Library Strategic Planning Committee Member Steve Bahr

APPROVAL OF MINUTES:

Commissioner Peter moved to approve the January 19, 2021, minutes. The motion was seconded by Commissioner Lundy and approved with the following vote: Chair Zielinski and Commissioners Lundy, Elder, Guyer, and Peter voted yes. No one voted no.

DISCUSSION ITEMS:

Resource Assistance for Rural Environments AmeriCorps Participant Katie Fischer presented the library's first five-year strategic plan for the Library Commission's review. Ms. Fischer facilitated the strategic planning committee, composed of City staff and community members, that created the document. Ms. Fischer shared the strategic plan in a brochure format and document format; both formats were created in English and Spanish.

City Recorder Sowa suggested each goal within the strategic plan be on a separate page to help with ease of reading. In response to Commissioner Elder, Ms. Fischer explained how the structure of the strategic plan timeline was developed based on community interest and need, staffing, and seasonal events. Commissioner Lundy suggested changing "Welcome to" on the cover of the Spanish brochure to Spanish. Ms. Fisher explained the plan to distribute brochures throughout the community was through outreach groups, social media outlets, and the City website. Brochures will be available at the Library front desk and handed out during weekly book pickups. Director Wiley added staff can print brochures as needed by request.

Commissioner Lundy moved that the Library Commission approve the adoption and implementation of the 2021-2025 Roseburg Public Library Strategic Plan. The motion was seconded by Commissioner Peter and approved with the following vote: Chair Zielinski and Commissioners Lundy, Elder, Guyer, and Peter voted yes. No one voted no.

NEXT MEETING DATE:

Tuesday, March 16, 2021, at 4 p.m.

INFORMATIONAL:

Monthly Statistics

Director Wiley presented the monthly statistics. She reported that 45 percent of checkouts in January were electronic materials; junior materials accounted for 29 percent of physical checkouts.

Programming

Director Wiley reported the Racism in Oregon History: A Brief Overview program presented by staff from the Oregon Historical Society had an online attendance of 120, the highest total for an adult program in the library's short history. RARE AmeriCorps Participant Fischer will facilitate a program on electric vehicles on Thursday, February 25 at 6:00 p.m. in partnership with the groups who make up the Douglas County Smart Energy and Forth. Director Wiley will facilitate an online book group discussion on Tuesday, February 23 at 6:30 p.m. and an online discussion of author Zora Neale Hurston on Thursday, March 4 at 6:30 p.m. Books are available for the Roseburg Reads Community Book Project; contact the library at library@cityofroseburg.org or 541-492-7050 to obtain a copy of "rough house" by Tina Ontiveros. Ms. Fischer is working with the YMCA to distribute copies of the book in the community.

Youth Services Librarian Aurora Oberg reported statistics from the first Winter Reading program. Nineteen kids turned in completed logs and submitted 56 book reviews. Library staff have continued with online storytimes and participated in Altrusa's Celebration of Literacy. Altrusa provided 40 books, which quickly ran out. Staff used leftover books from the Summer Reading Program and gave out a total of 64-65 books and craft kits to kids. Librarian Oberg added that musical storytimes presented by Library Aide Dr. Mark Breckenridge will continue. Wiley noted that Altrusa provided some of the oversized books for the storywalk and will use one of them at the Celebrate Literacy event at Wildlife Safari this Saturday.

Phase II Renovations Update

Director Wiley reported the City Council approved the exemption from public contracting for furniture, and FCC Commercial Furniture, Inc. is completing the final package.

Ford Room renovations are scheduled for March and will include new lights, carpet, projector, screen, white boards, and sound system. All purchase orders have been submitted, and the Public Works Department is scheduling installation dates with the vendors.

Budget Update

Director Wiley reported that she is preparing the preliminary budget for review by the Finance Director and City Manager. She stated she anticipates a status quo budget that will include continuing two electronic books platforms.

The library intends to transition from the RARE AmeriCorps program through the University of Oregon to UCAN's AmeriCorps program. The position will be full time for 11 months and manage all adult programming and assist with youth programming.

Grants Update

Director Wiley reported she did not submit an English as a Second Language grant application because the deadline was earlier than she thought. The library intends to submit a grant application to the C. Giles Hunt Charitable Trust for children's games computers; it is due February 28.

ADJOURNMENT:

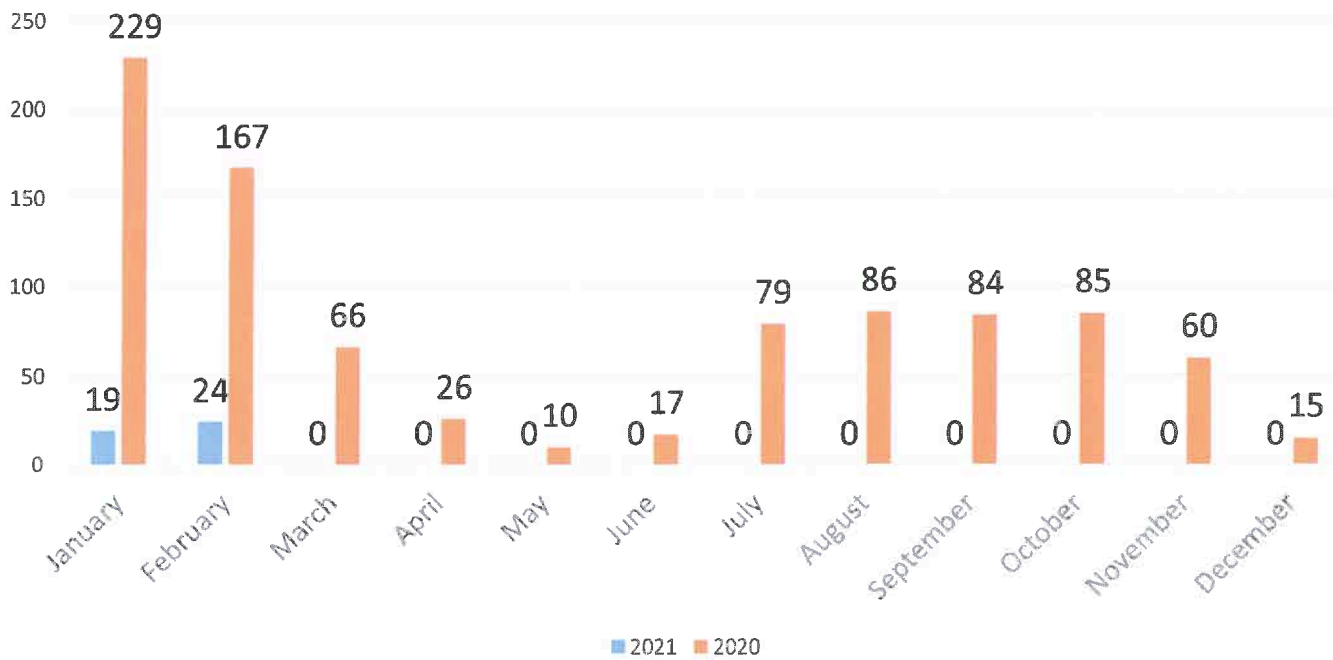
The meeting adjourned at 4:33 p.m. The next meeting is scheduled for Tuesday, March 16, 2021, at 4:00 p.m.

Respectfully submitted,

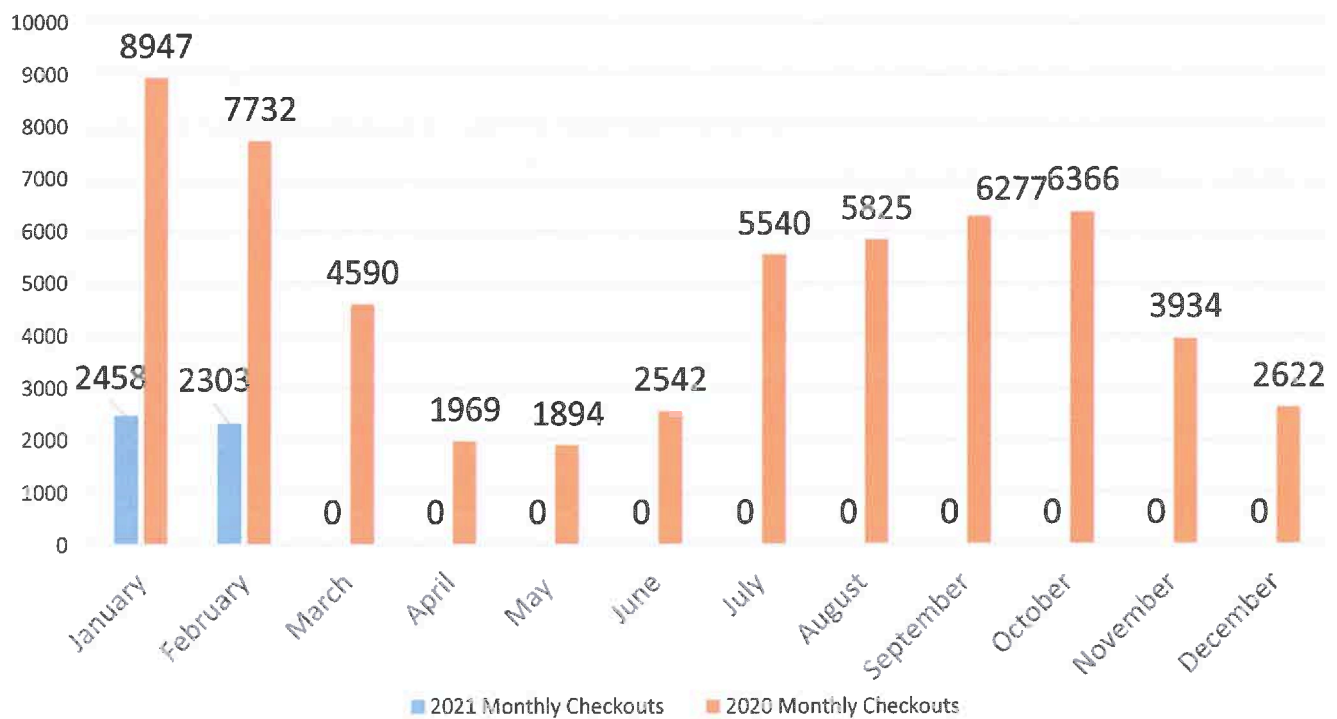
Autumn David

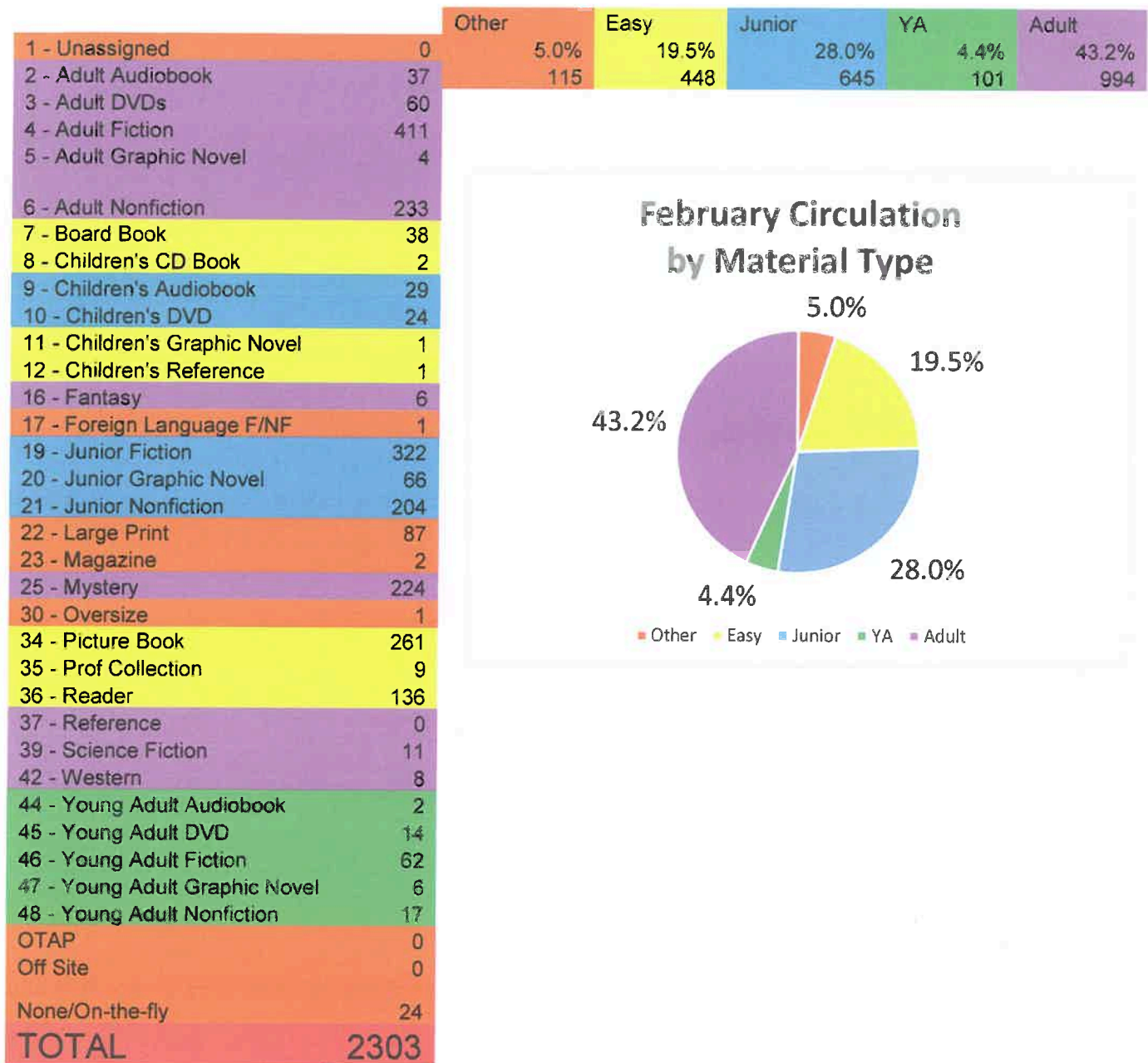
Autumn David, Management Staff Assistant

New Users Monthly Comparison



Physical Materials Checkouts





NEW Items Snapshot - March 4, 2021

Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	3129	450	14.38%
Picture Books	407	76	18.67%
Adult Fiction	560	105	18.75%
Junior Fiction	376	41	10.90%
YA Fiction	168	9	5.36%

Circulation Snapshot - March 4, 2021

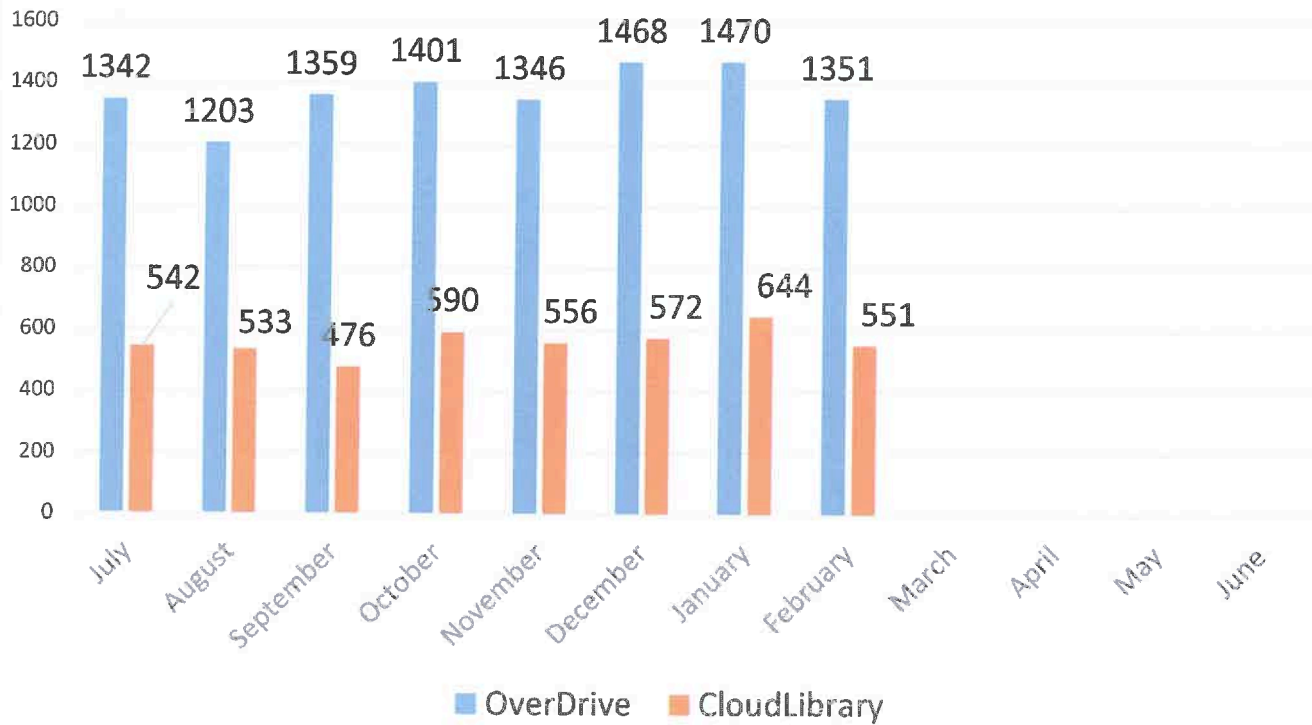
Type	Hoidings	% of Holdings	Out	% Out
1 - Unassigned	1	0	0	0
2 - Adult Audiobook	1760	2.2	54	3.1
3 - Adult DVDs	2146	2.7	50	2.3
4 - Adult Fiction	13960	17.8	458	3.3
5 - Adult Graphic Novel	360	0.5	4	1.1
6 - Adult Nonfiction	16287	20.8	337	2.1
7 - Board Book	462	0.6	49	10.6
8 - Children's CD Book	127	0.2	2	1.6
9 - Children's Audiobook	657	0.8	35	5.3
10 - Children's DVD	705	0.9	50	7.1
11 - Children's Graphic Novel	6	0	2	33.3
12 - Children's Reference	170	0.2	1	0.6
14 - Equipment	9	0	0	0
16 - Fantasy	142	0.2	11	7.7
17 - Foreign Language F/NF	746	1	9	1.2
18 - Govdoc	27	0	0	0
19 - Junior Fiction	4963	6.3	483	9.7
20 - Junior Graphic Novel	932	1.2	70	7.5
21 - Junior Nonfiction	8293	10.6	297	3.6
22 - Large Print	1740	2.2	117	6.7
23 - Magazine	2998	3.8	2	0.1
25 - Mystery	5805	7.4	249	4.3
27 - Newspaper	6	0	0	0
30 - Oversize	54	0.1	1	1.9
34 - Picture Book	4725	6	390	8.3
35 - Prof Collection	320	0.4	30	9.4
36 - Reader	1911	2.4	192	10
37 - Reference	612	0.8	0	0
39 - Science Fiction	1381	1.8	22	1.6
42 - Western	832	1.1	5	0.6
44 - Young Adult Audiobook	229	0.3	5	2.2
45 - Young Adult DVD	378	0.5	20	5.3
46 - Young Adult Fiction	3401	4.3	203	6
47 - Young Adult Graphic Novel	1066	1.4	38	3.6
48 - Young Adult Nonfiction	865	1.1	29	3.4
49 - Young Adult Reference	0	0	0	0
50 - OTAP	264	0.3	5	1.9
51 - Off Site	2	0	0	0
Total	78342		3220	4.1



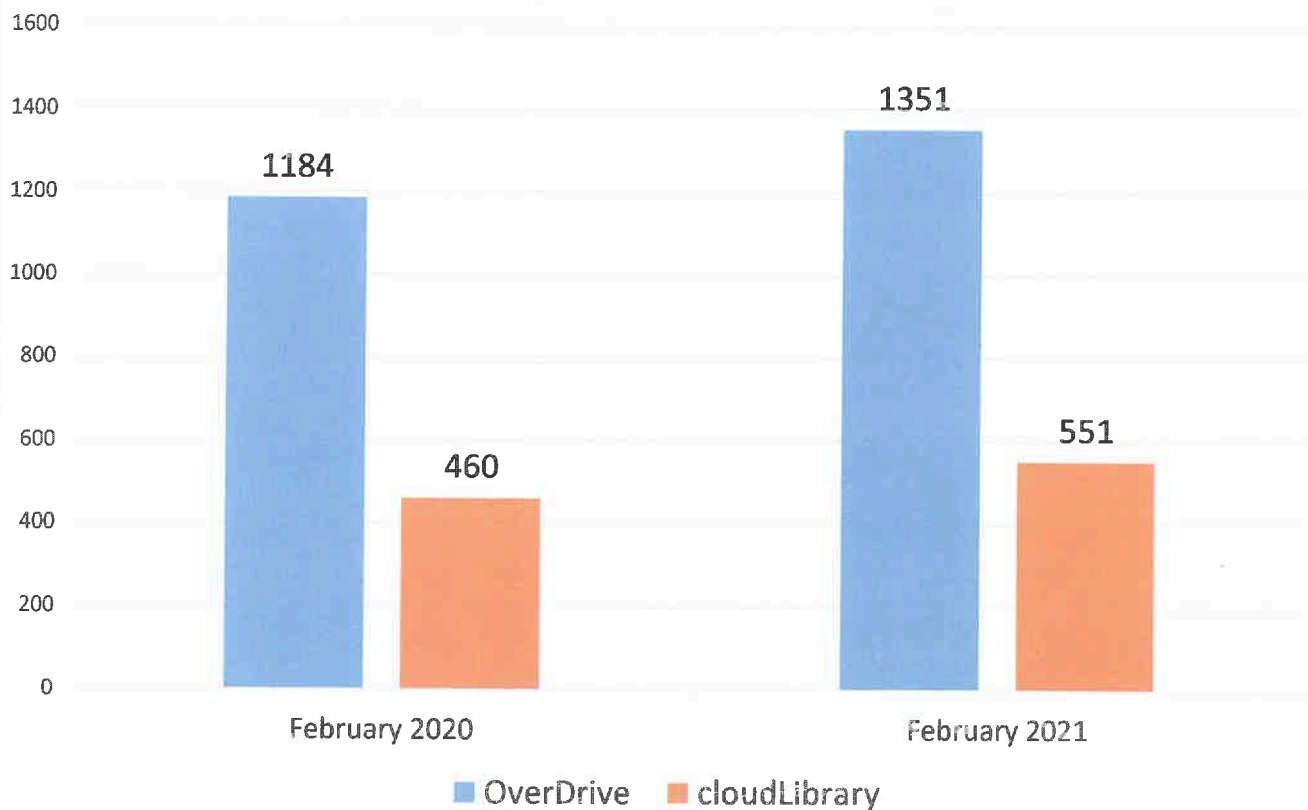
Total value added to collection
February 2021 - \$7683.90

Library Card Sponsorship Program
Number of cards issued FY 2020-2021 – 52

FY 2020-2021 OverDrive & cloudLibrary Circulation



Ebooks Monthly Comparison



Children's Virtual Programs

Date	Name	Live/Streaming Program	Recorded Program	One-Minute Views at 24-Hour Mark/Attendance
2/3/2021	Storytime		x	6
2/10/2021	Storytime		x	2
2/17/2021	Storytime		x	2
2/24/2021	Storytime		x	3
	TOTAL			13

Children's In-Person Programs

Date		Attendance	Partner (if applicable)
2/2/2021	Book Pickup Craft – valentines	40	
	TOTAL	40	

Adult Virtual Programs

Date	Name	Live/Streaming Program	Recorded Program	One-Minute Views at 24-Hour Mark/Attendance
2/11/2021	History of Racism in Oregon - OHS	x		120
2/23/2021	Silent Book Group	x		5
	Learn About Electric Vehicles – Forth and DC			
2/25/2021	Smart Energy	x		41
	TOTAL			166