



**ROSEBURG LIBRARY COMMISSION AGENDA  
TUESDAY, JULY 20, 2021**

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**4:00 P.M. Regular Meeting  
Electronic Meeting**

**Public Access: Facebook Live at [www.Facebook.com/CityofRoseburg](https://www.Facebook.com/CityofRoseburg)**

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**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.**

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**I. CALL TO ORDER**

**II. ROLL CALL:**

Chair: Andrea Zielinski

Commissioners: Marcy Tassano  
Laura Harvey

Mandy Elder  
Theresa Lundy

Francesca Guyer  
Kelly Peter

**III. APPROVAL OF MINUTES**

A. April 20, 2021

**IV. DISCUSSION ITEM**

A. Library Logo Design

**AUDIENCE PARTICIPATION** – Comments can be provided via email to the Commission at [kwiley@cityofroseburg.org](mailto:kwiley@cityofroseburg.org) or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg, prior to **1:00 p.m. on Tuesday, July 20, 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.

**V. BUSINESS FROM THE COMMISSION**

**VI. NEXT MEETING DATE: August 17, 2021**

**VII. INFORMATIONAL**

- A. Monthly Statistics
- B. Grants Update
- C. Summer Reading Program
- D. Renovations Update

**VIII. ADJOURNMENT**

**CITY OF ROSEBURG  
LIBRARY COMMISSION MEETING MINUTES  
April 20, 2021**

**CALL TO ORDER:**

Chair Andrea Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:02 p.m. on April 20, 2021, electronically via Zoom in Roseburg, Oregon.

**ROLL CALL:**

Present: Chair Andrea Zielinski, and Commissioners Kelly Peter, Mandy Elder, Laura Harvey, Francesca Guyer, and Theresa Lundy (4:04 p.m.)

Absent: Commissioner Marcy Tassano

Attending Staff: Library Director Kris Wiley, Youth Services Librarian Aurora Oberg, Management Assistant Autumn David, and Assistant City Manager/City Recorder Amy Sowa

Others Present: None

**APPROVAL OF MINUTES:**

Commissioner Peter moved to approve the March 16, 2021, minutes. The motion was seconded by Commissioner Guyer and approved with the following vote: Chair Zielinski and Commissioners Harvey, Elder, Guyer, and Peter voted yes. No one voted no.

**DISCUSSION ITEM:**

Director Wiley presented two updates to the Collection Policy for the Library Commission to consider. The first update was a section on materials preservation that was added to comply with the State Library of Oregon's Public Library Standards, which define the essential services expected of public libraries. The second update was a section on electronic resources that was added in response to the library's five-year strategic plan.

Commissioner Peter noted that, based on her experience in public libraries, the updates are standard.

Commissioner Peter moved that the Library Commission recommend that the City Council approve the updated Collection Policy. The motion was seconded by Commissioner Elder and approved with the following vote: Chair Zielinski and Commissioners Harvey, Lundy, Elder, Guyer, and Peter voted yes. No one voted no.

**BUSINESS FROM THE COMMISSION:**

None.

**NEXT MEETING DATE:**

Tuesday, May 18, 2021, at 4:00 p.m.

**INFORMATIONAL:**

**Monthly Statistics**

Director Wiley presented the monthly statistics and noted that circulation of electronic materials was 45 percent of all circulation in March. Checkouts through the cloudLibrary electronic platform exceeded 700 in one month for the first time. Checkouts of junior physical materials has dropped, likely because students are back in school and because of an increase in outdoor activities.

Director Wiley stated the youth grab-and-go craft kits continue to be extremely popular. Prepping for these kits is done by Librarian Oberg and RARE AmeriCorps Participant Katie Fischer. Librarian Oberg added that library staff used grants funds to purchase Lego grab-and-go kits for Tuesday, May 4, 2021. Commissioner Harvey stated the grab-and-go kits generate a lot of excitement throughout the schools.

**Programming**

Director Wiley requested the Library Commissioners consider attending the Roseburg Reads community book project events scheduled for April 29, May 6, and May 13. Email [kfischer@cityofroseburg.org](mailto:kfischer@cityofroseburg.org) or call 541-492-7050 for the Zoom link.

Director Wiley stated the library will virtually host Dr. Jeffrey Ostler from the University of Oregon on Thursday, May 20 for a program titled Germs, Guns, and Removal as Weapons of Genocide in Western Oregon, which will focus on Indigenous communities and their interactions with Americans and other Europeans from the 1830s into the 1850s. The library will partner with Blue Zones Project for another Virtual Book Exploration on Tuesday, June 1 and a Purpose Workshop on Thursday, June 3.

**Summer Reading Program**

Librarian Oberg stated library staff is hard at work planning the Summer Reading Program. The theme this year is Reading Colors Your World. Staff has developed plans for online performances, virtual programs, and storywalks in the park. Prizes have been purchased for the program, including a grand prize bicycle. Library staff is working to support Spanish-focused online storytimes. Online storytimes will continue throughout the summer.

Director Wiley stated the Summer Reading Program for adults will feature a log with a list of prompts on which participants can base their reading. Examples include: Read a book by an Oregon author; read a book published the year you were born; and read a book of poetry. Participants will submit their logs to have a chance to win gift cards. The closed Facebook Group will continue with additional opportunities to win prizes. Everyone who participates will be eligible to receive advanced reader copies of books.

Commissioner Harvey asked when the library would reopen. Director Wiley stated the library will make plans to reopen when the County reaches Moderate according to the Oregon Health Authority's metric.

**Renovations Update**

Director Wiley reported the Ford Room renovations are complete with new carpet, LED lights, projector, and sound system. A new refrigerator will be installed in the kitchenette. The purchase order for the main library furniture is getting the required signatures, and Director Wiley stated she anticipates delivering the deposit check to FCC at the end of this week. Delivery of materials will occur in six to eight weeks.

**Grants Update**

Director Wiley reported that she and Librarian Oberg are conferring with the Douglas Education Service District about a small grant opportunity from the State Library that would provide funds to create book bags with free books and crafts for the teenagers enrolled in the Horizons program.

Director Wiley stated the report for the CARES Act wifi hotspot project is due to the State Library on May 15. Thirty-seven people received free wifi hotspots and service for five months with this funding.

Director Wiley stated she applied for and was approved to participate on the State Library's LSTA Advisory Committee, which reviews grants annually. The first meeting was in March, and the committee reviewed nine grants. She stated the process was positive and educational, and she will use some of the things she learned to improve the library's grant applications.

**Other**

Director Wiley shared information about the library's compliance with the State Library of Oregon's Public Library Standards. Over the past year, the library met standards related to surveying and reflecting community diversity in services through the strategic planning process; materials preservation through a collection policy; small business and health information resources through digital content; and assistive technology. The library has identified the following as goals to meet over the next year: staff diversity training plan; staff development plan; and technology plan.

In recognition of Volunteer Month, Chair Zielinski thanked Commission members and all library volunteers for their commitment and dedication to the library.

**ADJOURNMENT:**

The meeting adjourned at 4:32 p.m. The next meeting is scheduled for Tuesday, May 18, 2021, at 4:00 p.m.

Respectfully submitted,

*Autumn David*

Autumn David, Management Staff Assistant



## **ROSEBURG LIBRARY COMMISSION AGENDA ITEM SUMMARY**

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### **COMMISSION AGENDA**

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**Meeting Date:** July 20, 2021  
**Department:** Library  
**[www.cityofroseburg.org](http://www.cityofroseburg.org)**

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

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### **ISSUE STATEMENT AND SUMMARY**

The Library Commission will meet on its regularly scheduled date July 20, 2021.

### **BACKGROUND**

#### **Discussion items.**

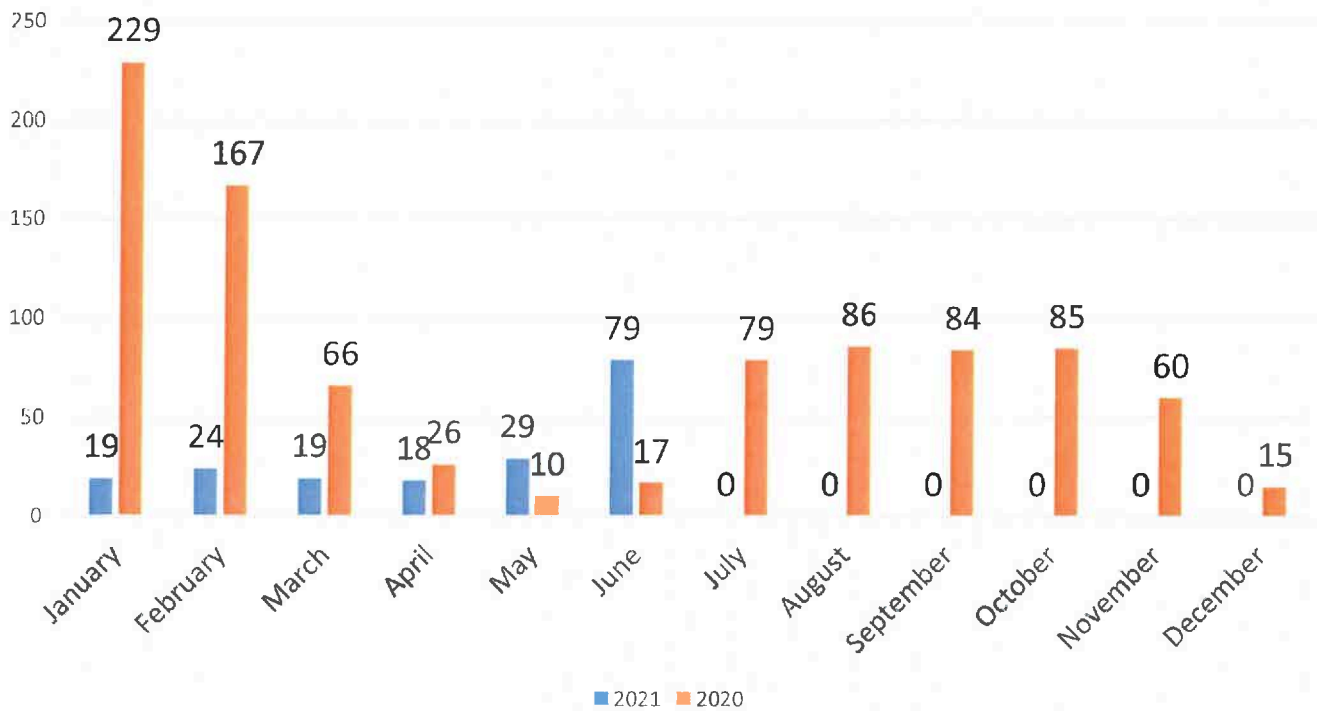
The following is the discussion item on your agenda:

- A. Library Logo Design** – The City contracted with Anvil Northwest to design a logo for Roseburg Public Library. The Library Director directed Anvil Northwest to use the new mural as inspiration for the design. Concepts will be presented to the Commission for your consideration. No motion is required.

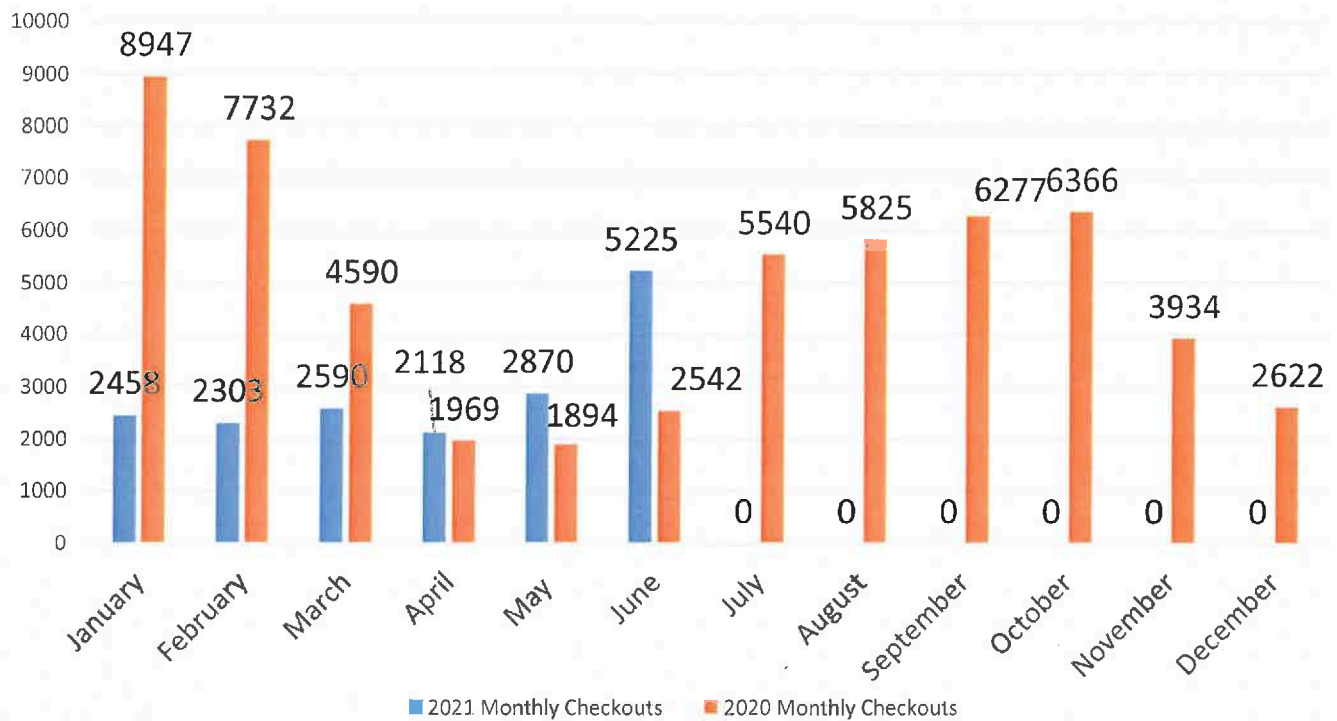
### **ATTACHMENTS**

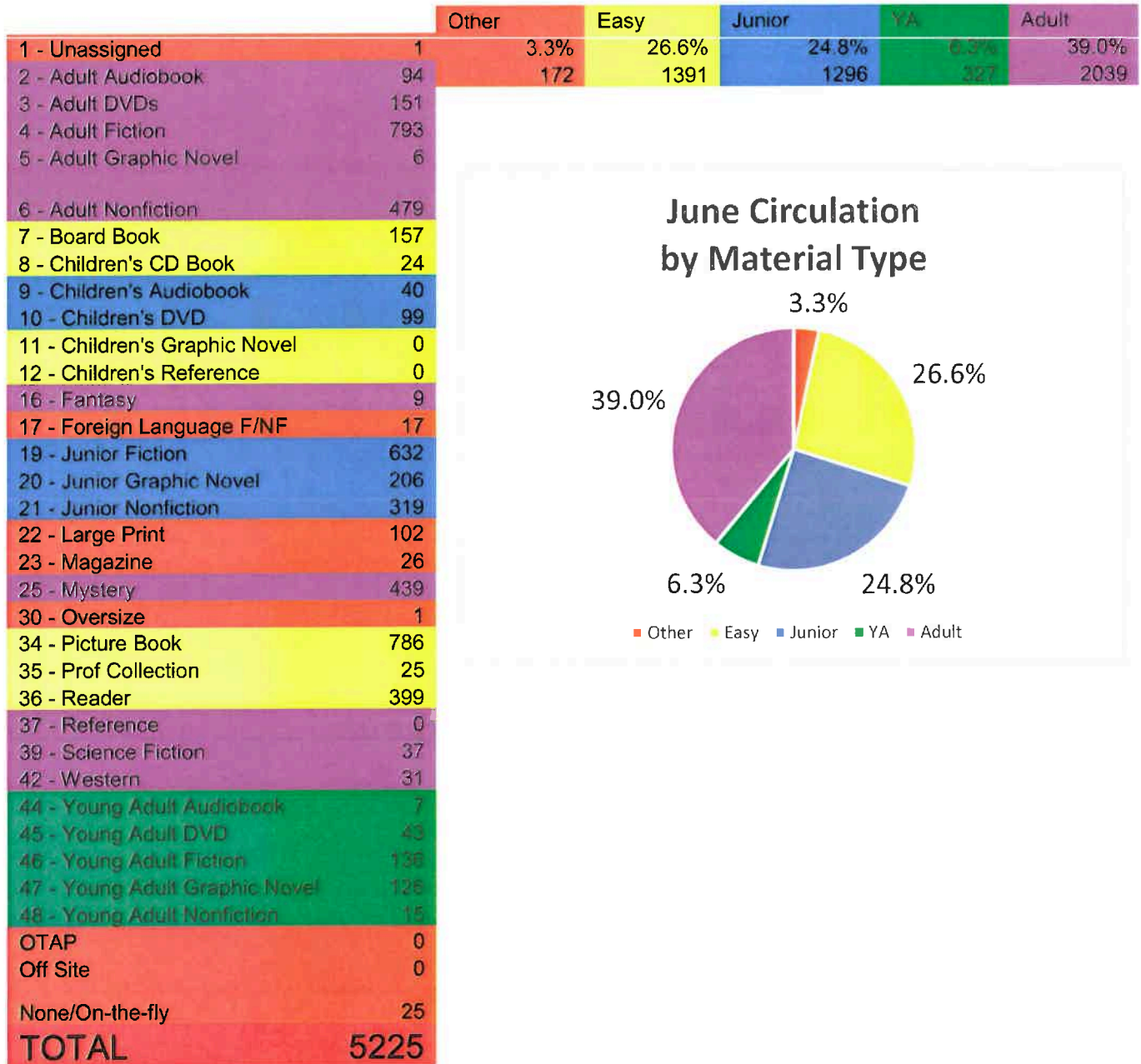
None

## New Users Monthly Comparison



## Physical Materials Checkouts





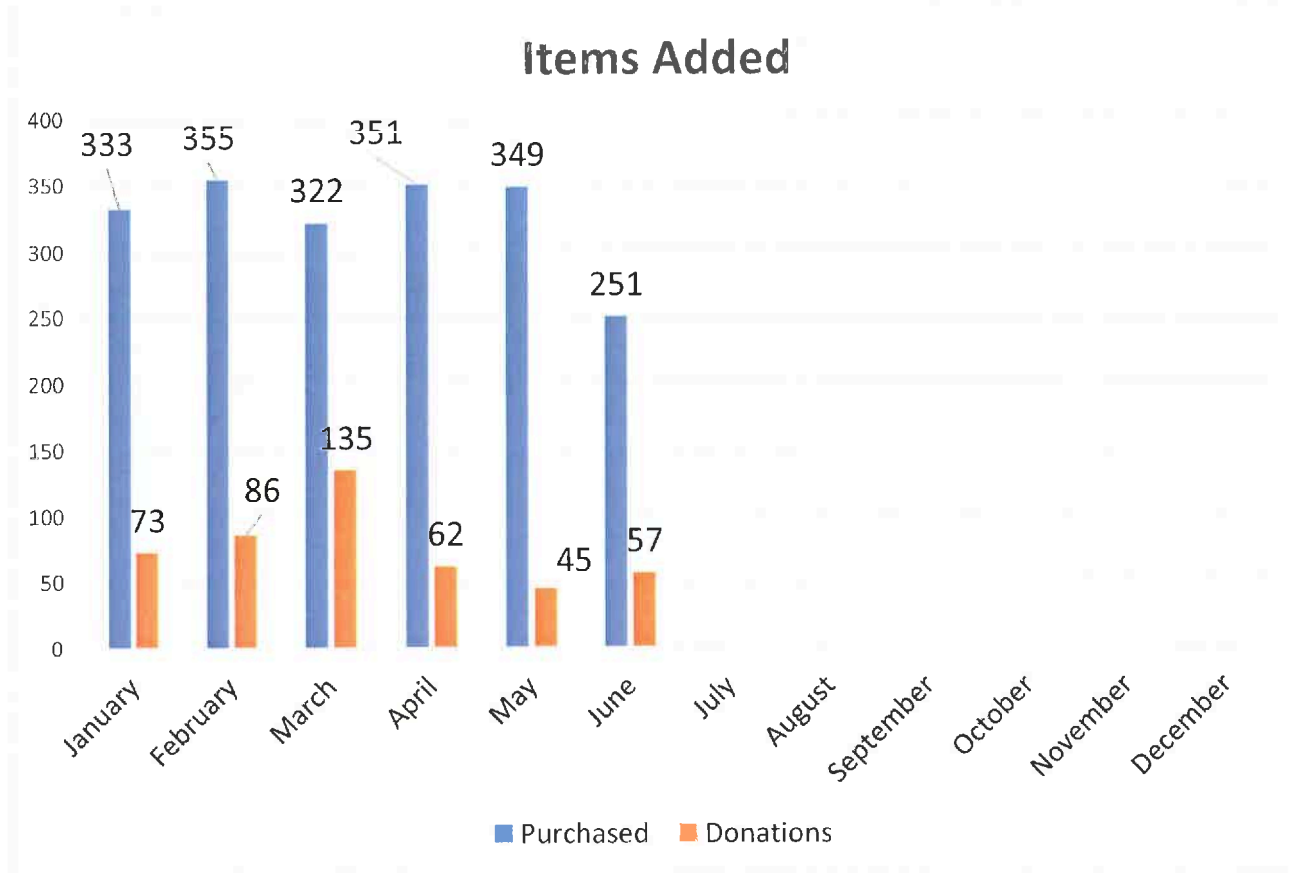
### NEW Items Snapshot - July 1, 2021

Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	3355	795	23.70%
Picture Books	453	100	22.08%
Adult Fiction	686	223	32.51%
Junior Fiction	300	38	12.67%
YA Fiction	110	10	9.09%

## Circulation Snapshot - July 1, 2021

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1775	2.2	75	4.2
3 - Adult DVDs	2178	2.8	68	3.1
4 - Adult Fiction	13978	17.7	519	3.7
5 - Adult Graphic Novel	366	0.5	10	2.7
6 - Adult Nonfiction	16311	20.7	481	2.9
7 - Board Book	481	0.6	95	19.8
8 - Children's CD Book	115	0.1	12	10.4
9 - Children's Audiobook	646	0.8	56	8.7
10 - Children's DVD	721	0.9	82	11.4
11 - Children's Graphic Novel	6	0	2	33.3
12 - Children's Reference	179	0.2	0	0
14 - Equipment	9	0	0	0
16 - Fantasy	156	0.2	9	5.8
17 - Foreign Language F/NF	770	1	24	3.1
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5038	6.4	594	11.8
20 - Junior Graphic Novel	982	1.2	150	15.3
21 - Junior Nonfiction	8372	10.6	332	4
22 - Large Print	1761	2.2	75	4.3
23 - Magazine	3105	3.9	21	0.7
25 - Mystery	5891	7.5	293	5
27 - Newspaper	6	0	0	0
30 - Oversize	54	0.1	2	3.7
34 - Picture Book	4906	6.2	586	11.9
35 - Prof Collection	321	0.4	28	8.7
36 - Reader	1930	2.4	329	17
37 - Reference	510	0.6	0	0
39 - Science Fiction	1297	1.6	44	3.4
42 - Western	799	1	15	1.9
44 - Young Adult Audiobook	244	0.3	4	1.6
45 - Young Adult DVD	388	0.5	27	7
46 - Young Adult Fiction	3388	4.3	241	7.1
47 - Young Adult Graphic Novel	1084	1.4	119	11
48 - Young Adult Nonfiction	875	1.1	28	3.2
49 - Young Adult Reference	0	0	0	0
50 - OTAP	264	0.3	4	1.5
51 - Off Site	1	0	0	0
Total	78934		4325	5.5

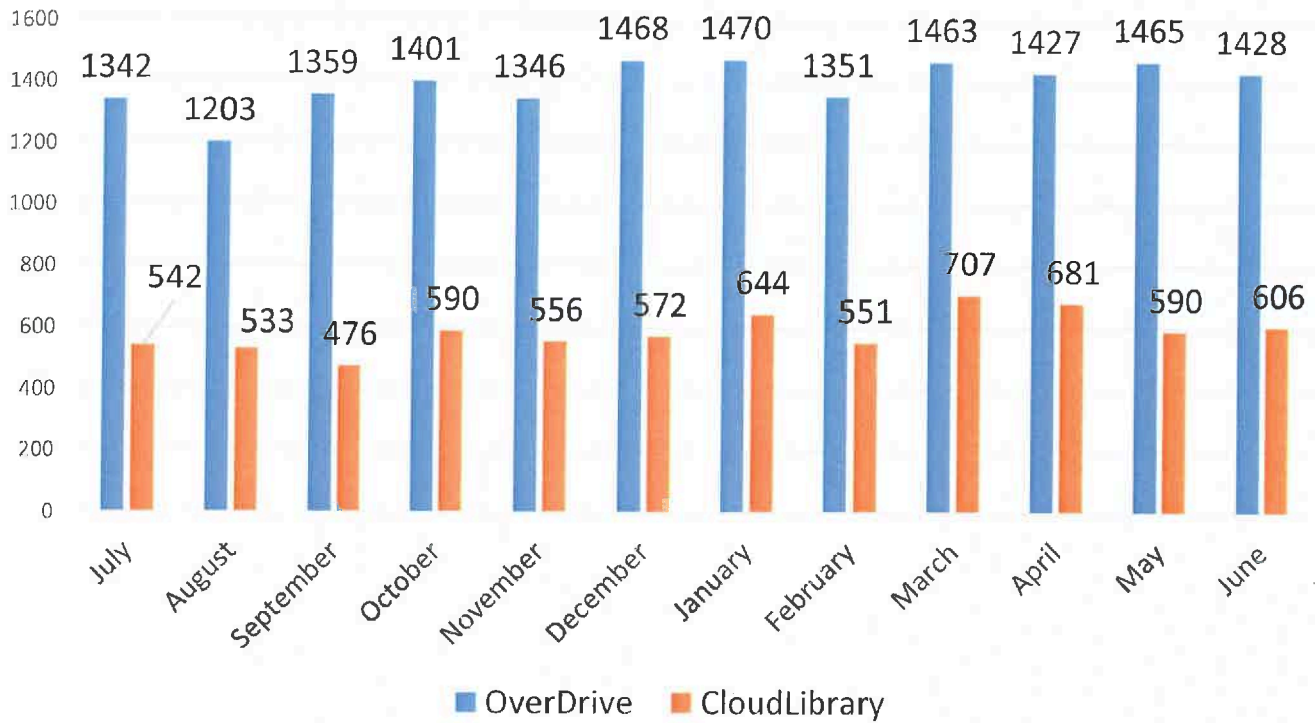




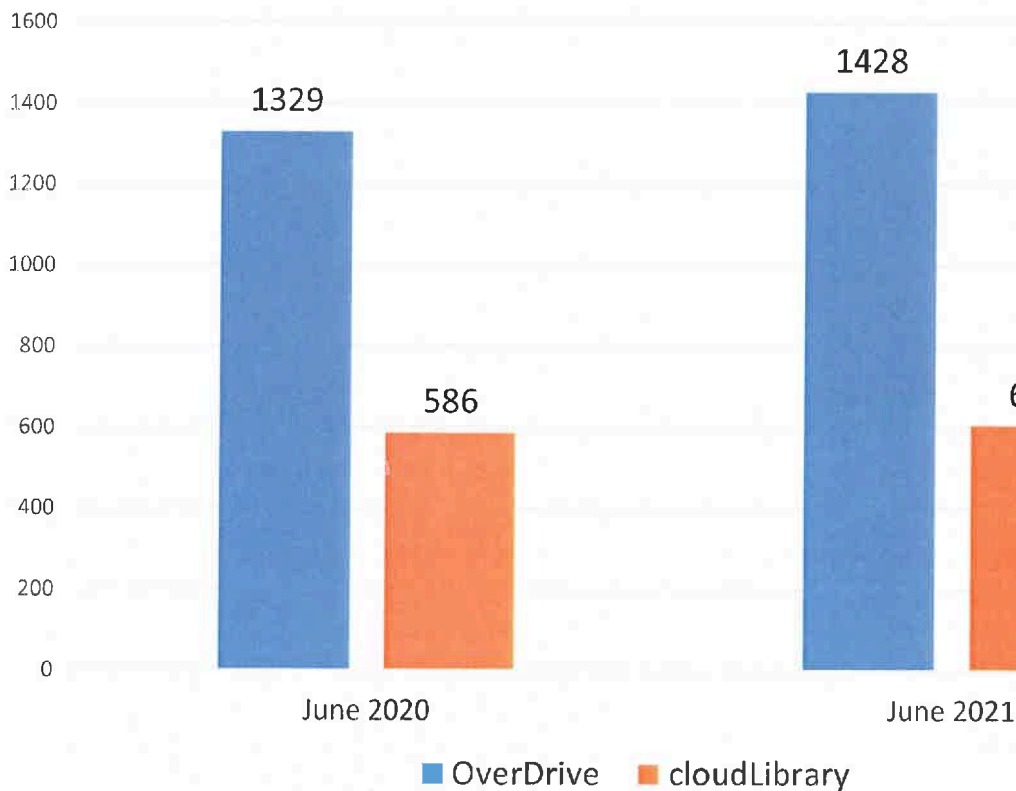
Total value added to collection  
July 2021 - \$5720.03

Library Card Sponsorship Program  
Number of cards issued FY 2020-2021 – 57

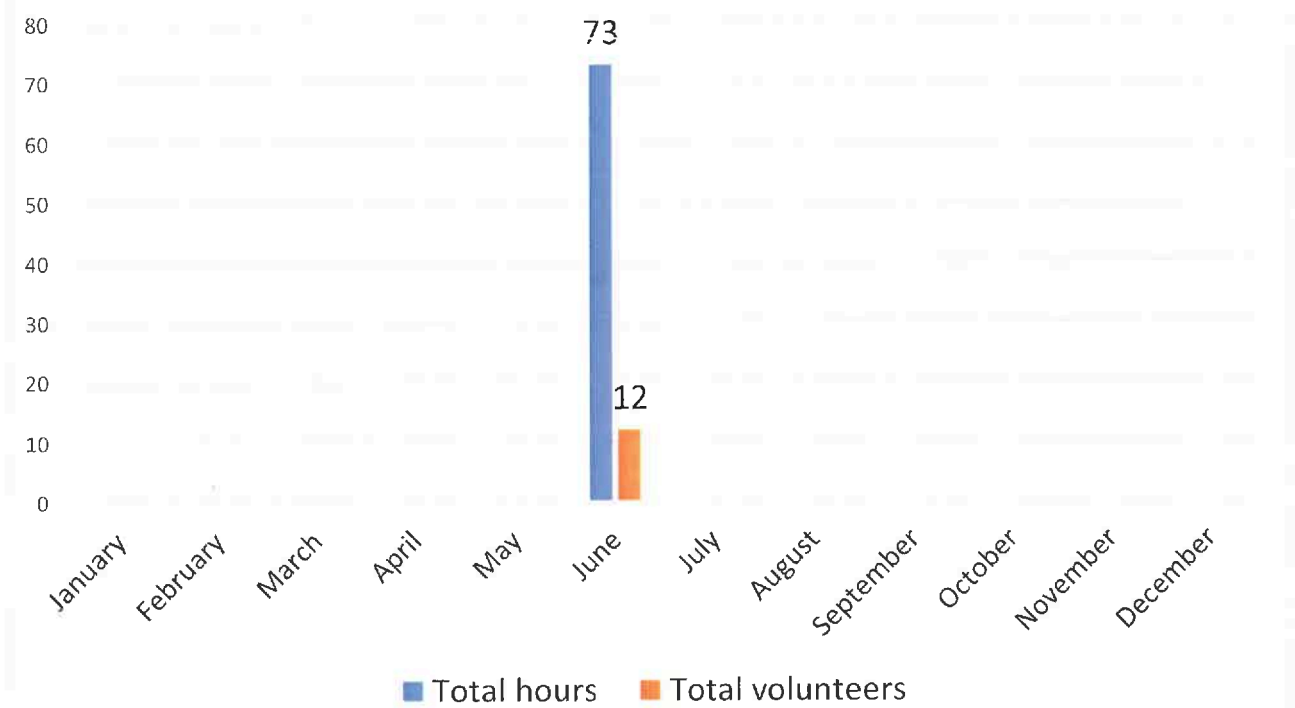
### FY 2020-2021 OverDrive & cloudLibrary Circulation



### Ebooks Monthly Comparison



### Volunteer Contribution



### Children's Virtual Programs

Date	Name	Live/Streaming Program	Recorded Program	One-Minute Views at 24-Hour Mark/Attendance
6/2/2021	Storytime		x	6
6/9/2021	Storytime		x	4
6/16/2021	Storytime		x	2
6/23/2021	Storytime		x	11
6/24/2021	Spanish Storytime		x	30
	<b>TOTAL</b>			<b>53</b>

### Children's In-Person Programs

Date		Attendance	Partner (if applicable)
6/1/2021	SRP-Watercolor	62	
6/8/2021	SRP-Catapult		
6/10/2021	Girls Who Code	5	
6/15/2021	SRP-ShrinkyDink	42	
6/16/2021	Lunchbox Express	50	
6/22/2021	SRP-Clay Sculptures	57	
6/23/2021	Lunchbox Express	37	
6/30/2021	Lunchbox Express	47	
	<b>TOTAL</b>	<b>300</b>	

### Adult Virtual Programs

Date	Name	Live/Streaming Program	Recorded Program	One-Minute Views at 24-Hour Mark/Attendance
	Friends at Five Virtual Book Exploration with			
6/1/2021	Blue Zones	x		55
6/10/2021	Classroom 15	x		33
6/29/2021	Online Book Group	x		7
	<b>TOTAL</b>			<b>95</b>