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**ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, APRIL 18, 2023**

4:00 P.M. Regular Meeting

**Hybrid Meeting – In Person at Roseburg Public Library and Electronic
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 Tassano Mandy Elder Francesca Guyer
Theresa Lundy Kelly Peter Juliet Rutter

III. APPROVAL OF MINUTES

A. March 21, 2023

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.

Comments also 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, April 18, 2023**. 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: May 16, 2023

VI. INFORMATIONAL

- A. Library Cardholders Dashboard
- B. Monthly Statistics
- C. Programming
- D. Staffing Update
- E. Grants Update

VII. ADJOURNMENT

Please contact the City Administration Office at least 48 hours prior to the scheduled meeting date if you need accommodations in accordance with the Americans with Disabilities Act.
TDD users, please call Oregon Telecommunications Relay Service at 800-735-2900.

**CITY OF ROSEBURG
LIBRARY COMMISSION MEETING MINUTES
March 21, 2023**

CALL TO ORDER:

Chair Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:03 p.m. on March 21, 2023, in the Ford Room at Roseburg Public Library, 1409 NE Diamond Lake Blvd., Ste. 100, Roseburg, Oregon and electronically via Zoom.

ROLL CALL:

Present: Chair Andrea Zielinski and Commissioners Mandy Elder, Marcy Tassano, Juliet Rutter, Theresa Lundy, and Francesca Guyer

Absent: Commissioner Kelly Peter

Attending Staff: Library Director Kris Wiley, Assistant City Manager/City Recorder Amy Sowa, City Recorder Patty Hitt, and Management Staff Assistant Autumn David

Others Present: None

APPROVAL OF MINUTES:

Commissioner Lundy moved to approve the February 21, 2023, minutes. The motion was seconded by Commissioner Rutter and approved with the following vote: Chair Zielinski and Commissioners Elder, Tassano, Rutter, Lundy, and Guyer voted yes. No one voted no.

BUSINESS FROM THE COMMISSION:

Commissioner Tassano reported the Friends of the Roseburg Public Library's Spring Book Sale raised \$2944. This was a bargain sale; books were sold for \$.50 the first day, \$.25 the second day, and remaining books were given away free on the last day of the sale. Additionally, donations were received to support nearly ten children in Dolly Parton's Imagination Library for a year. Commissioner Tassano thanked staff, volunteers, and community members for their contributions to the sale. For those interested, the Friends of the Library annual meeting is scheduled for Tuesday, March 28 at 9:30 a.m. in the Ford Room at the Roseburg Public Library; public is invited to attend. Commissioner Zielinski thanked Commissioner Tassano for the work she puts into the sales and the community for their generosity.

Commissioner Tassano shared that after 30 years in downtown Roseburg, Altrusa, a national nonprofit that supports literacy in all forms, must move from its current location before the end of the year and are looking for a new, low-cost place to relocate. Altrusa provides scholarships, supports local organizations, and gives away thousands of children's books each year during the Celebration of Literacy in February.

NEXT MEETING DATE:

Tuesday, April 18, 2023, at 4:00 p.m. This will be a hybrid meeting.

INFORMATIONAL:

Strategic Plan Annual Update

Director Wiley presented the strategic plan annual update. Wiley and Youth Services Librarian Aurora Ropp review the plan a couple of times a year to ensure the library remains on track. She is pleased that it aligns well with the activities staff wishes to accomplish. It is a living document, meaning priorities and activities are adjusted as necessary, especially when working with partners. Library staff is excited for opportunities to expand the audience reach this year. The library will staff the Hispanic Heritage Fest in June and the local Rainbow Coalition's Pride event in July. The goal is to do at least four outreach programs each year. Staffing remains an issue when implementing some of the programming components; for example, rather than offering beginning tech classes, staff helps folks one-on-one.

The updated outline of goals will be posted on the library's website in both English and Spanish.

In response to Commissioner Rutter, Director Wiley stated all front desk staff is able to provide some level of tech service.

Monthly Statistics

Director Wiley presented the monthly statistics. Checkouts of physical materials increased, public computer use was up and Storytime attendance was quite high in February. Ebooks accounted for 27 percent of all circulation.

Programming

Director Wiley reported spring break for schools is next week. There will be school-age programs Tuesday, Wednesday, and Thursday. Programs for youth continue through April; this includes storytimes on Wednesdays, STEM programs, Spanish Club, crafts, teen drop-in time, Legos and more. There will be no youth programs in May as Librarian Ropp finalizes plans for the Summer Reading Program. It will be a 12-week program, and the theme this year is Find Your Voice!

For adults, there is a Zoom online program this Thursday at 6:30 p.m. titled "Resistance and Rescue During the Holocaust" presented by educators from the Oregon Jewish Museum and Center for Holocaust Education. Email library@cityofroseburg.org or call 541-492-7051 to register.

Retired geologist Larry Broeker will discuss the geology of Crater Lake on Thursday, April 27 at 4 p.m. Steve Denney of the Umpqua Oaks Partnership will present information about oak woodlands in Oregon in partnership with the Umpqua Valley Audubon Society on Wednesday, May 3 at 7 p.m. New York Times bestselling author T.J. Klune will be here to share his latest book, "In the Lives of Puppets," on Thursday, May 18 at 7 p.m. Klune was born and raised in Roseburg.

In response to Commissioner Zielinski, Director Wiley stated all programming is open to the public; a library card is not required to attend.

Staffing Update

Director Wiley reported the library will apply for a RARE (Resource Assistance for Rural Environments) AmeriCorps member through the University of Oregon for the 2023-2024 service term. The goal is to secure a member who will spearhead the following projects:

1. Develop a library use survey in preparation for an update to the strategic plan.
2. Create a technology plan.
3. Develop teen programs, including shift the maker space to a teen-led service.
4. Develop programming for adults, likely to include a Roseburg Reads community read.

Grants Update

Director Wiley reported the library received a \$1600 grant from the Douglas County Cultural Coalition for Summer Reading Program support. The funds are used to purchase new books for StoryWalks® and to help pay for some of the Summer Reading Program performers. The library applied for a \$500 to produce a Great Stories Club grant from the American Library Association and National Endowment for the Humanities. This project will provide copies of preselected books to teens who participate in the Students of Color Student Union club through the Douglas Education Service District. If successful, the grant would begin next school year.

In response to Commissioner Tassano, Director Wiley stated if the grant is unsuccessful, the funding could come from somewhere else, but the grant provides a curriculum to follow.

OTHER

Assistant City Manager/City Recorder Amy Sowa introduced new City Recorder Patty Hitt. Hitt will replace Sowa, who retires at the end of the month. Director Wiley shared that a retirement reception will be held in the Ford Room at the library from 2 p.m. – 4 p.m. on Thursday, March 30.

Commissioner Rutter shared they were contacted by an organization requesting to display charro clothing and information in the library display case. Director Wiley stated the library has a display case policy, which includes a liability waiver form, and time slots are booked through her. The display case is booked through the summer and then available. Directory Wiley asked that Commissioner Rutter provide her with the contact information for the organization, and she will reach out to see if they are interested in exhibiting in the fall.

ADJOURNMENT:

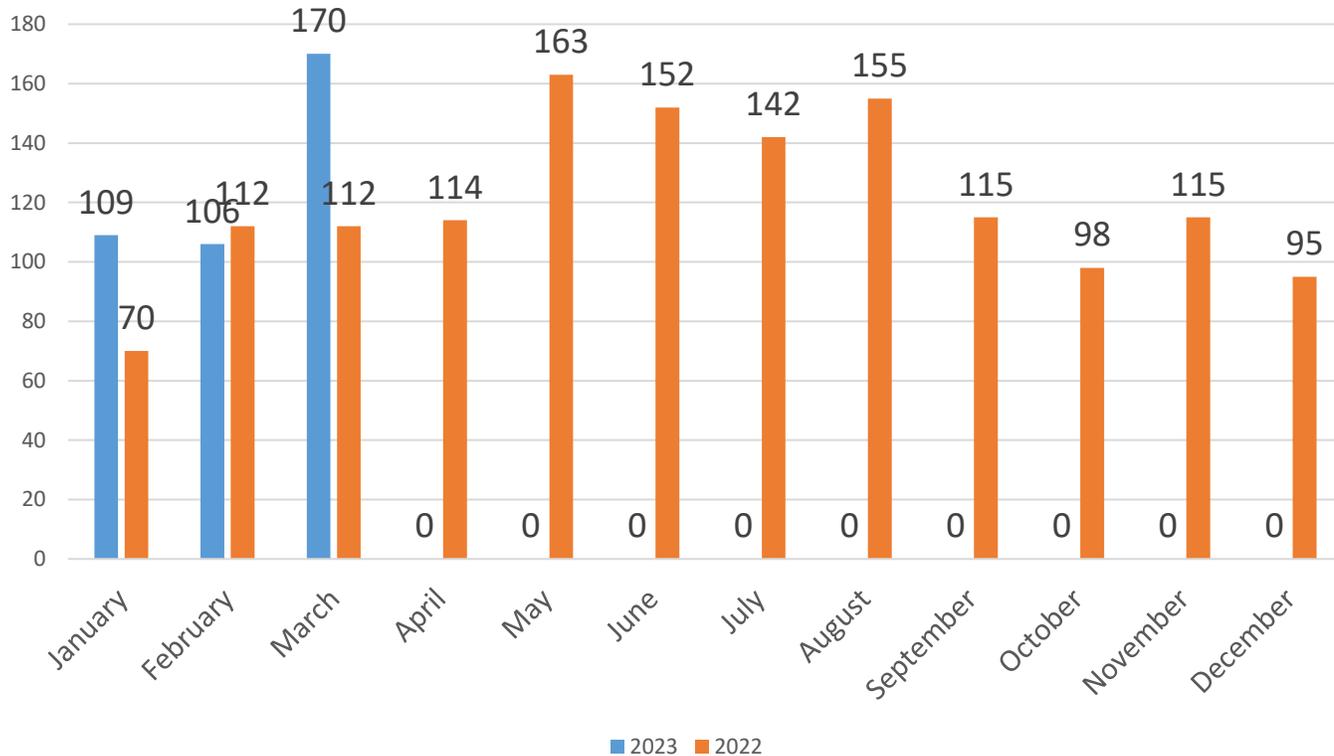
The meeting adjourned at 4:33 p.m. The next meeting is scheduled for Tuesday, April 18, 2023, at 4:00 p.m.

Respectfully submitted,

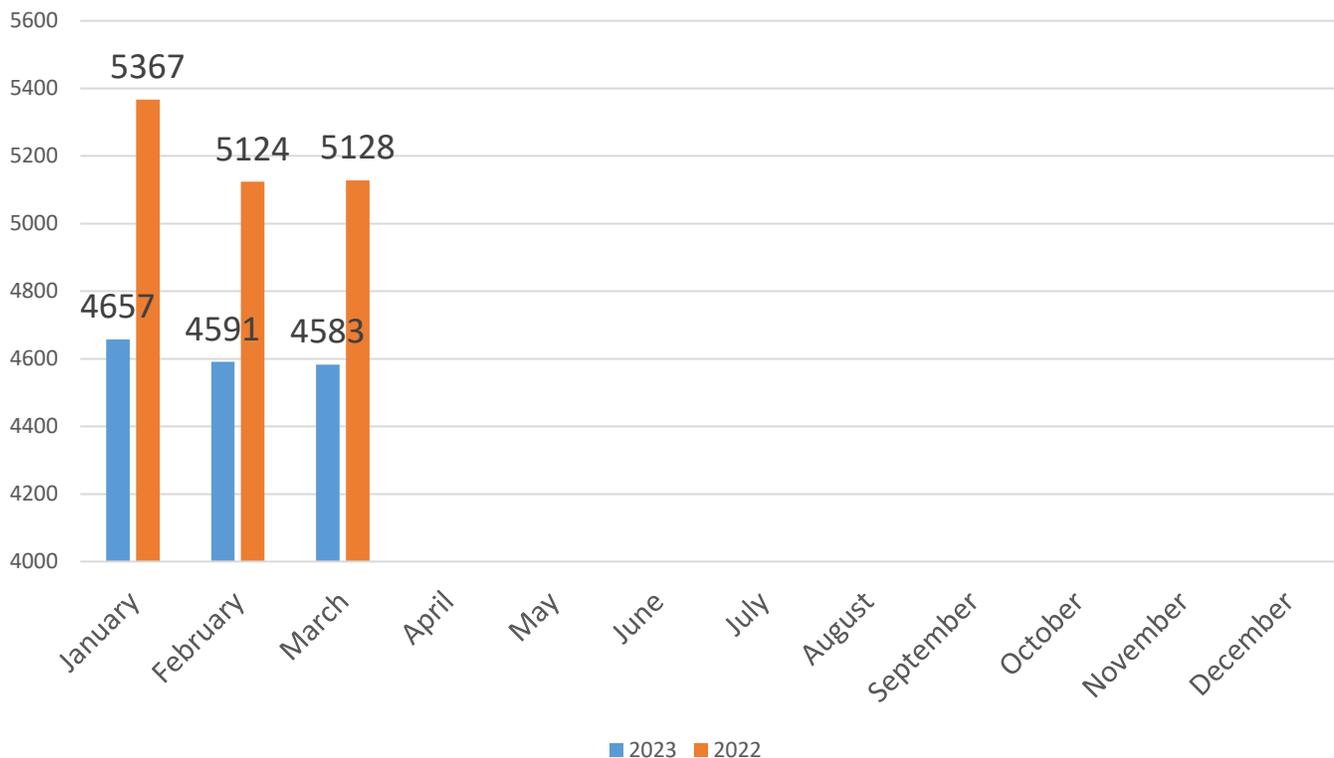
Autumn David

Autumn David, Management Staff Assistant

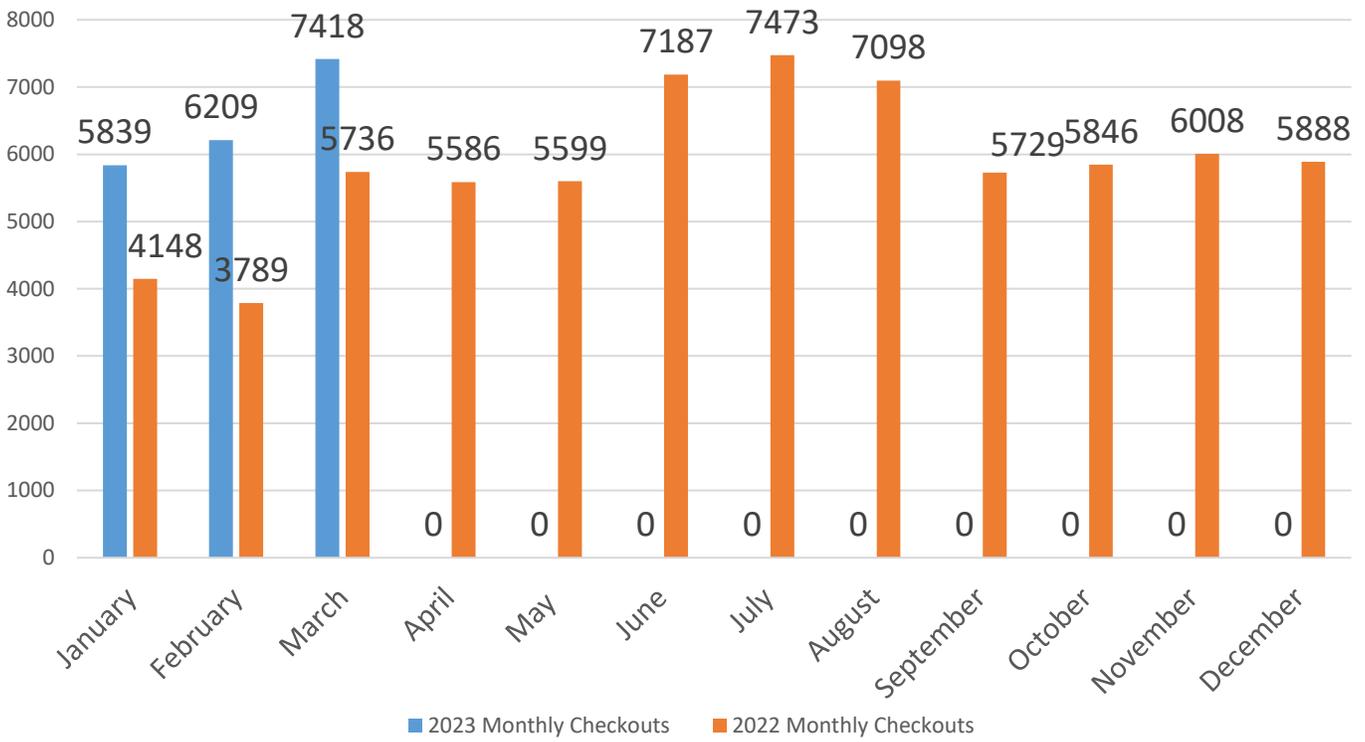
New Users Monthly Comparison



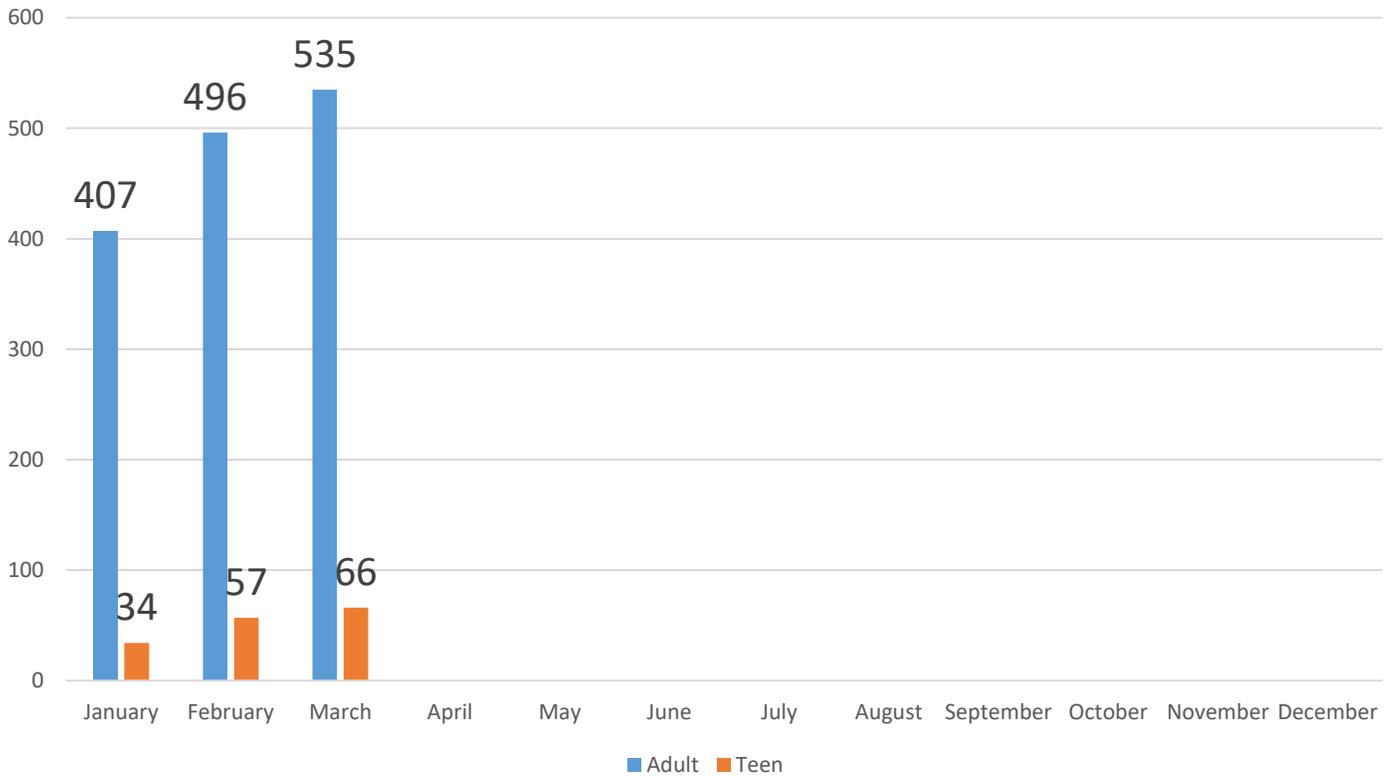
Total Active Users Monthly Comparison



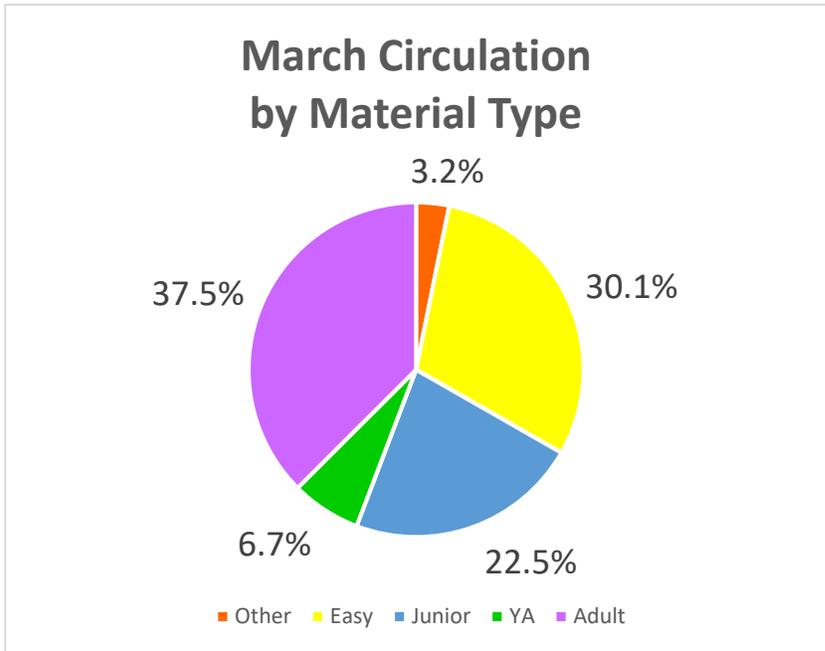
Physical Materials Checkouts



Public Computer Use



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	3.2%	30.1%	22.5%	6.7%	37.5%
2 - Adult Audiobook	175	236	2232	1670	499	2781
3 - Adult DVDs	323					
4 - Adult Fiction	931					
5 - Adult Graphic Novel	23					
6 - Adult Nonfiction	518					
7 - Board Book	179					
8 - Children's CD Book	13					
9 - Children's Audiobook	70					
10 - Children's DVD	143					
11 - Children's Graphic Novel	0					
12 - Children's Reference	0					
14 - Equipment	0					
16 - Fantasy	25					
17 - Other Language F/NF	18					
19 - Junior Fiction	655					
20 - Junior Graphic Novel	319					
21 - Junior Nonfiction	483					
22 - Large Print	149					
23 - Magazine	26					
25 - Mystery	694					
30 - Oversize	1					
34 - Picture Book	1308					
35 - Prof Collection	91					
36 - Reader	641					
37 - Reference	0					
39 - Science Fiction	58					
42 - Western	34					
44 - Young Adult Audiobook	7					
45 - Young Adult DVD	90					
46 - Young Adult Fiction	189					
47 - Young Adult Graphic Novel	191					
48 - Young Adult Nonfiction	22					
OTAP	8					
Off Site	0					
None/On-the-fly	34					
TOTAL	7418					

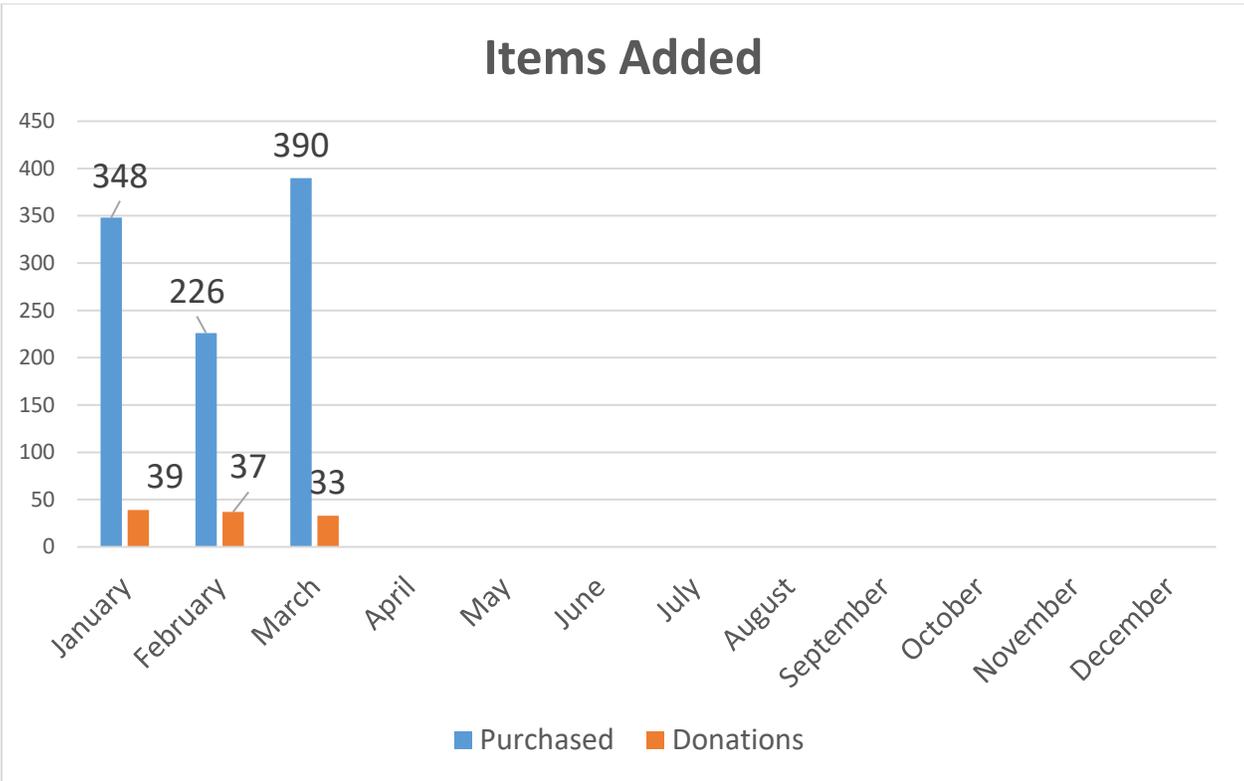


NEW Items Snapshot - April 1, 2023

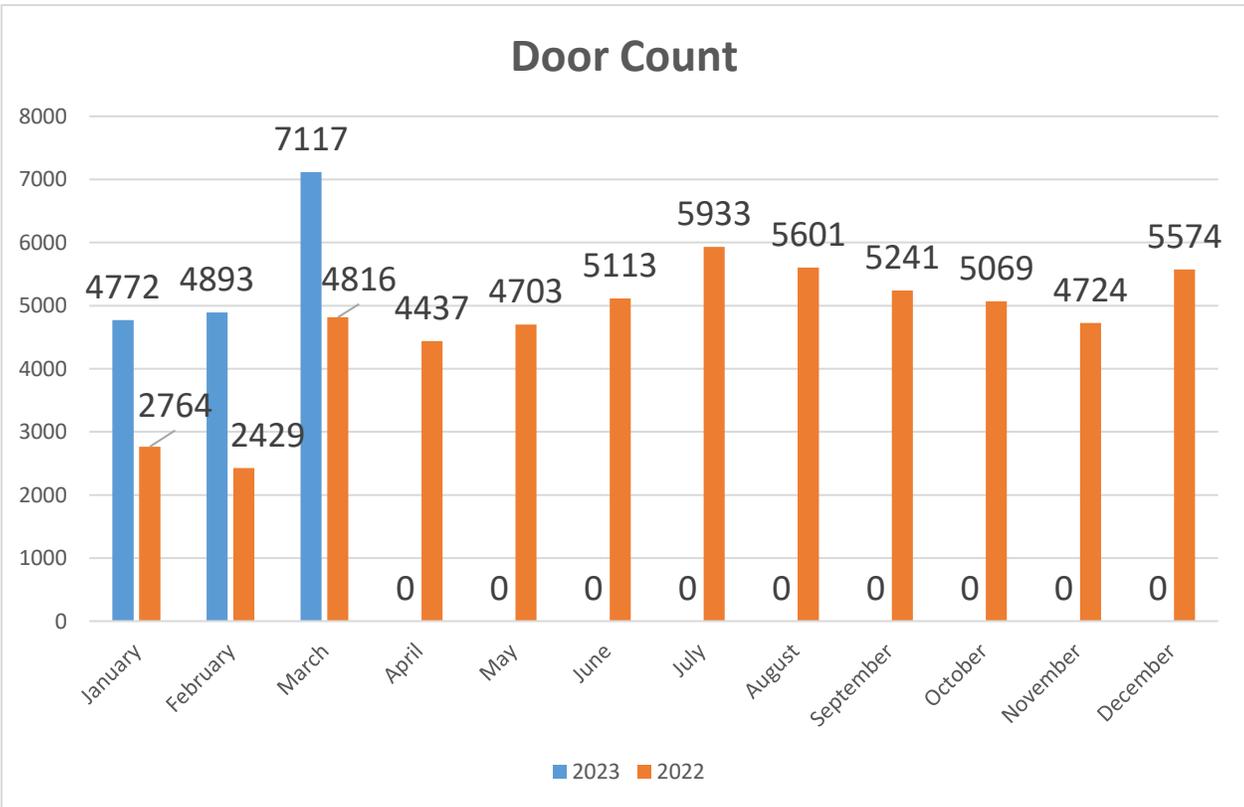
Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	4035	979	24.26%
Picture Books	599	110	18.36%
Adult Fiction	720	229	31.81%
Junior Fiction	403	66	16.38%
YA Fiction	260	25	9.62%

Circulation Snapshot - April 1, 2023

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1637	2.1	97	5.9
3 - Adult DVDs	1707	2.2	104	6.1
4 - Adult Fiction	13088	16.9	743	5.7
5 - Adult Graphic Novel	366	0.5	23	6.3
6 - Adult Nonfiction	13889	17.9	600	4.3
7 - Board Book	626	0.8	169	27
8 - Children's CD Book	111	0.1	13	11.7
9 - Children's Audiobook	667	0.9	65	9.7
10 - Children's DVD	846	1.1	88	10.4
11 - Children's Graphic Novel	3	0	1	33.3
12 - Children's Reference	177	0.2	1	0.6
14 - Equipment	9	0	0	0
16 - Fantasy	211	0.3	32	15.2
17 - Other Language F/NF	834	1.1	19	2.3
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5216	6.7	716	13.7
20 - Junior Graphic Novel	1327	1.7	296	22.3
21 - Junior Nonfiction	8758	11.3	520	5.9
22 - Large Print	1887	2.4	121	6.4
23 - Magazine	3504	4.5	27	0.8
25 - Mystery	5767	7.4	438	7.6
27 - Newspaper	6	0	0	0
30 - Oversize	19	0	0	0
34 - Picture Book	5535	7.1	912	16.5
35 - Prof Collection	317	0.4	64	20.2
36 - Reader	1963	2.5	530	27
37 - Reference	509	0.7	0	0
39 - Science Fiction	1302	1.7	47	3.6
42 - Western	833	1.1	17	2
44 - Young Adult Audiobook	288	0.4	7	2.4
45 - Young Adult DVD	434	0.6	52	12
46 - Young Adult Fiction	2996	3.9	215	7.2
47 - Young Adult Graphic Novel	1366	1.8	172	12.6
48 - Young Adult Nonfiction	917	1.2	41	4.5
49 - Young Adult Reference	0	0	0	0
50 - OTAP	351	0.5	14	4
51 - Off Site	1	0	0	0
Total	77494		6144	7.9

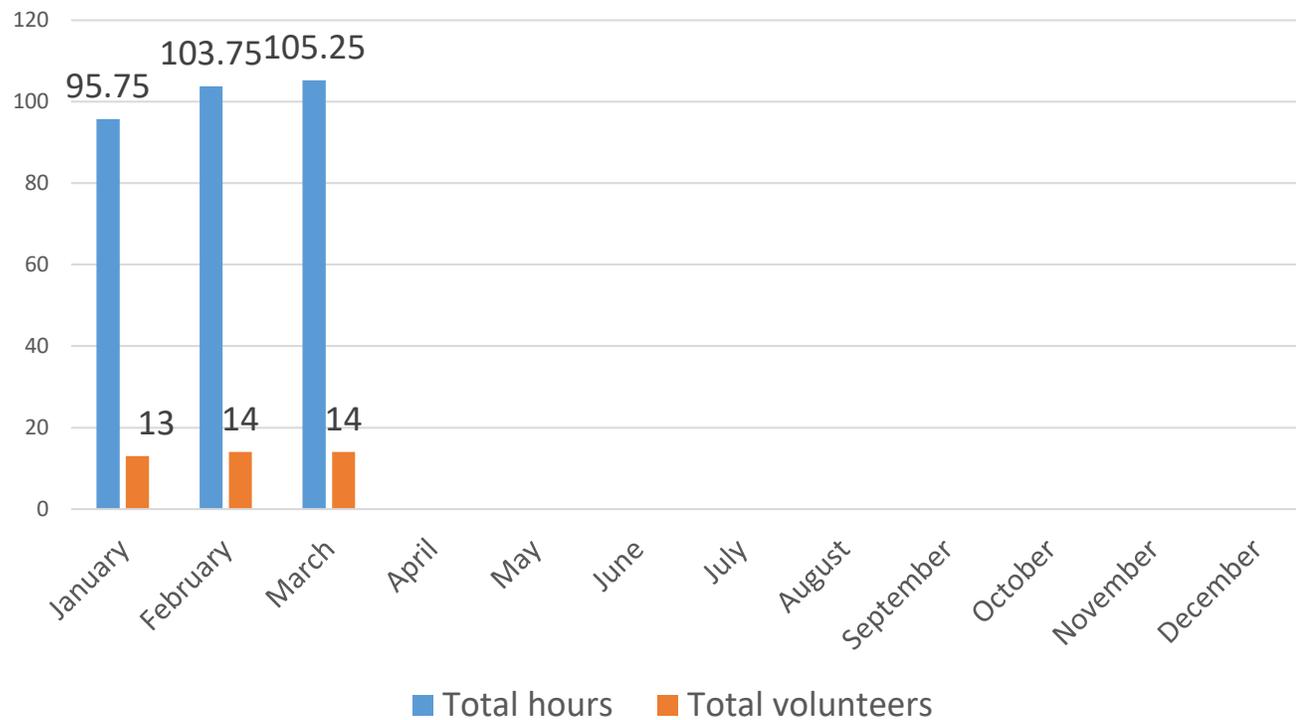


Total value added to collection
March 2023 - \$15,444.66

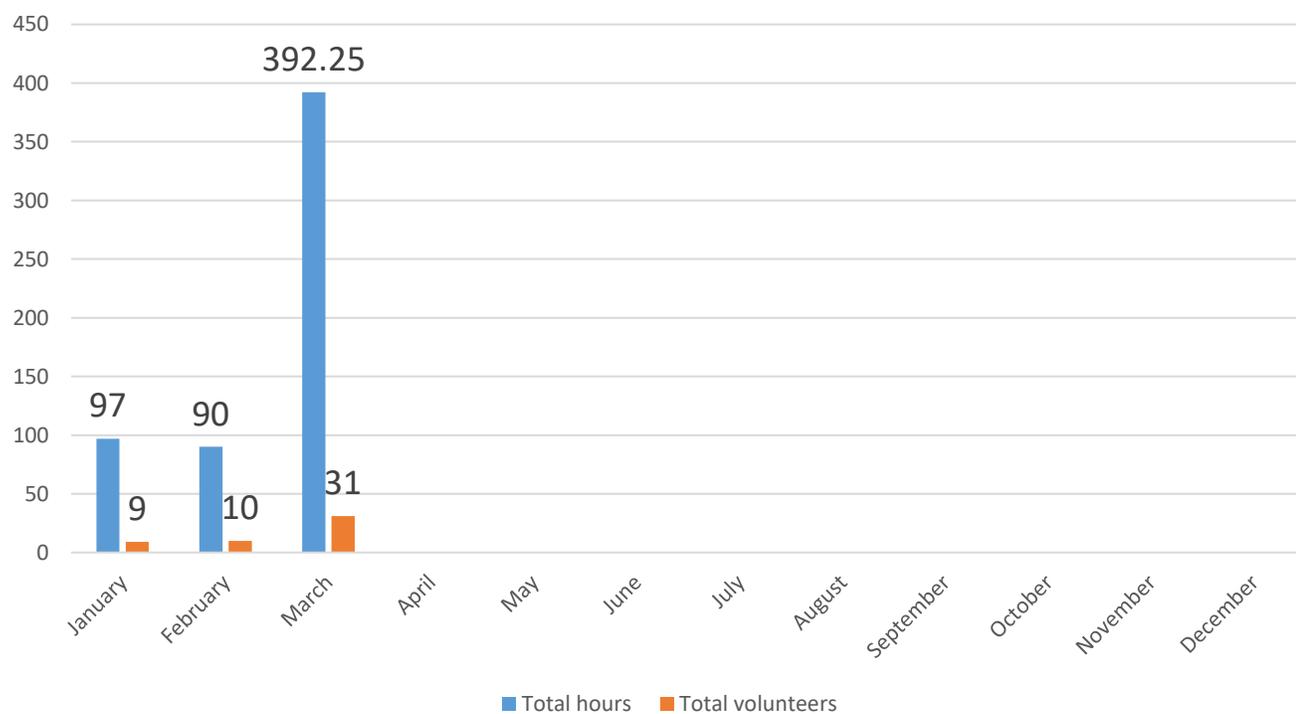


Library Card Sponsorship Program
Number of cards issued FY 2022-2023 – 48

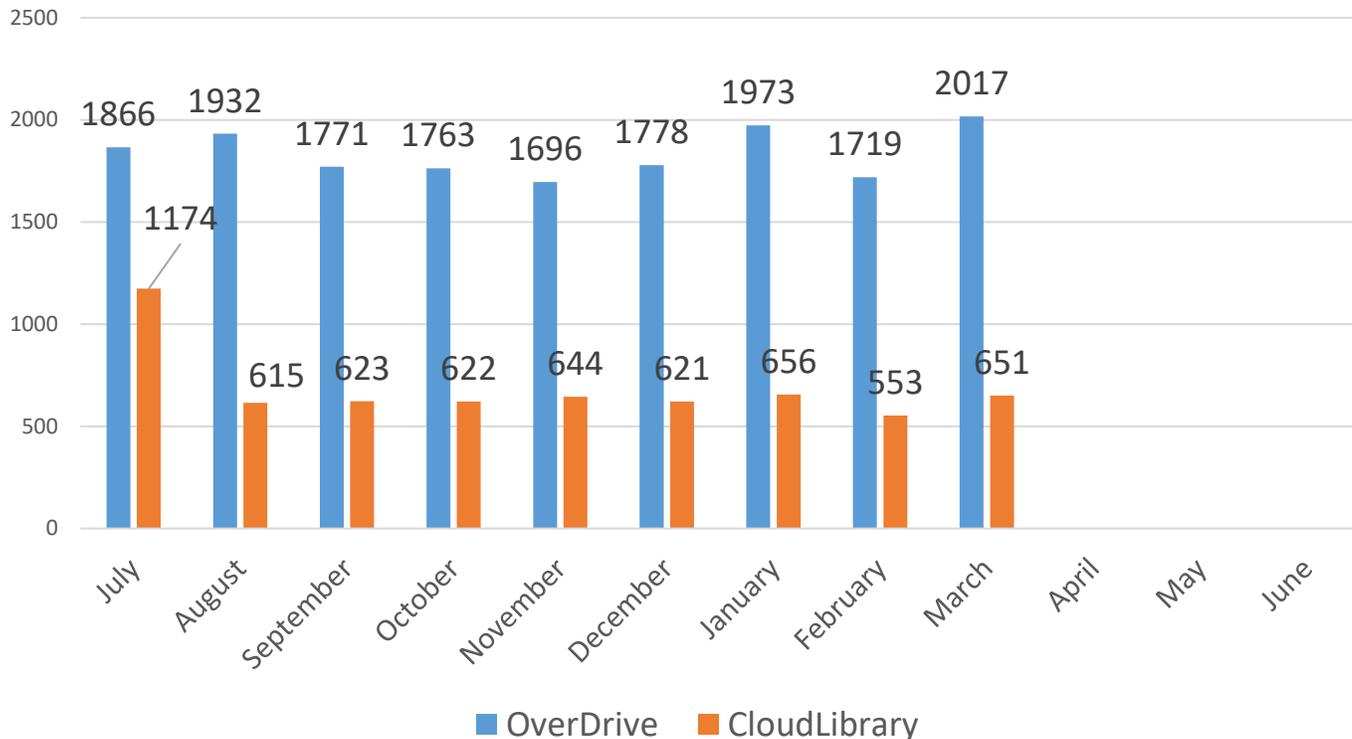
Volunteer Contribution - Library



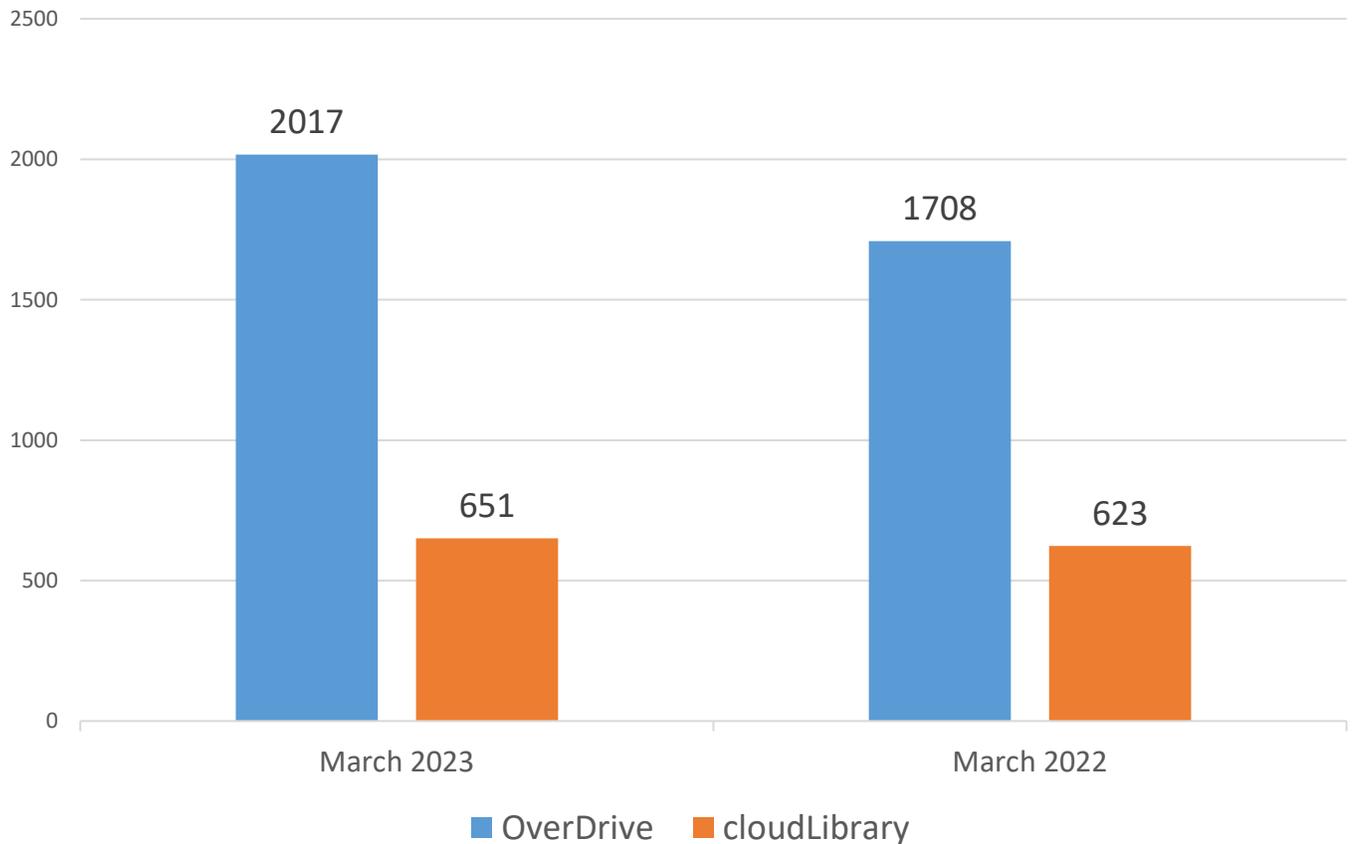
Volunteer Contribution - Friends of the Library



FY 2022-2023 OverDrive & cloudLibrary Circulation



Ebooks Monthly Comparison



Children's Programs - Live Sessions Ages 0-5

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
3/1/2023	storytime	63	x		
3/8/2023	storytime	55	x		
3/15/2023	storytime	40	x		
3/23/2023	Winchester Preschool	47	x		
3/29/2023	storytime	41	x		
	TOTAL	256			

Children's Programs - Live Sessions Ages 6-11

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
3/8/2023	Spanish Club	7	x		
3/13/2023	Childrens Activity	14	x		
3/18/2023	Astra	7	x		
3/22/2023	Spanish Club	6	x		
3/28/2023	STEM Tuesday - Slime	33	x		
3/29/2023	Spring Break Legos	16	x		
3/30/2023	Spring Break Crafts	16	x		
	TOTAL	99			

Live Teen Programs

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
3/9/2023	Teen Drop-in (passive Poetry)	3	x		
3/14/2023	Horizons	18	x		
	TOTAL	21			

Live Adult Programs

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
3/2/2023	Author Discussion Group	3			x
3/14/2023	Online Book Group	5			x
3/23/2023	Resistance and Rescue During the Holocaust	14			x
3/30/2023	Silent Book Group	5	x		
	TOTAL	27			

Live Programs for All Ages

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
3/2/2023	Lego Drop in	18	x		
	TOTAL	18			

Grab-and-Go Craft Kits

Date		Number distributed
3/7/2023	Paper Heart Flower	189
3/21/2023	Cupcake wreath	89
	TOTAL	278