



**ROSEBURG LIBRARY COMMISSION AGENDA
TUESDAY, MAY 16, 2023**

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5/11/23

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. April 18, 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, May 16, 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: June 20, 2023

VI. INFORMATIONAL

- A. Library Cardholders Dashboard
- B. Monthly Statistics
- C. Programming
- D. Summer Reading Program
- 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
April 18, 2023**

CALL TO ORDER:

Commissioner Elder called the regular meeting of the Roseburg Library Commission to order at 4:03 p.m. on April 18, 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 (4:05 p.m.) and Commissioners Mandy Elder, Marcy Tassano, Juliet Rutter, Theresa Lundy, and Francesca Guyer.

Absent: Kelly Peter

Attending Staff: Library Director Kris Wiley, Youth Services Librarian Aurora Ropp, City Recorder Patty Hitt, and Management Staff Assistant Autumn David

Others Present: None

APPROVAL OF MINUTES:

Commissioner Guyer moved to approve the March 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:

None

NEXT MEETING DATE:

Tuesday, May 16, 2023, at 4:00 p.m. This will be a hybrid meeting.

INFORMATIONAL:

Library Cardholders Dashboard

Due to technical difficulties, Director Wiley deferred the Library Cardholders Dashboard demonstration to the next meeting. In response to Commissioner Tassano, Director Wiley added the dashboard includes demographics of library cardholders.

Monthly Statistics

Director Wiley presented the monthly statistics and noted that March 2023 circulation exceeded 10,000 for the first time since the pandemic (10,086). The last time circulation exceeded 10,000 was January 2020 (10,512).

Ematerials circulation last month accounted for 26.5 percent of circulation. Physical circulation increased by 1200 items, and the door count and computer use also increased significantly. Staff issued 170 new cards, many to Fullerton IV Elementary School third graders who visited the

library. Librarian Ropp took the students on a tour, read books to them, and helped them complete a scavenger hunt.

Directory Wiley gave a big thanks to the library and Friends of the Library volunteers for their extraordinary service, which was reflected in the number of hours they help with many tasks including the March book sale. Commissioner Tassano added that a lot of work is involved in coordinating the book sales, which contributes to the increase in volunteer hours every three months.

Programming

Director Wiley reported the library would host geologist Larry Broeker for a program on the geology of Crater Lake at 4 p.m. Thursday, April 27. The library and Umpqua Valley Audubon Society would co-host "Oak Woodlands of Oregon" with Steve Denney of the Umpqua Oak Partnership at 7 p.m. Wednesday, May 3.

The library would host New York Times bestselling author TJ Klune on his tour for his new book, "In the Lives of Puppets" at 7 p.m. Thursday, May 18. Thanks to the Friends of the Library and While Away Books, 20 copies of his book would be given away that evening.

Online Book Group meets at 6:30 p.m. Tuesday, May 16 on Zoom; email kwiley@cityofroseburg.org for the link. This was a special date because of a conflict with the City's Budget Committee meeting. The Silent Book Group regularly meets at the library the last Thursday of each month at 6:30 p.m.

Library programs are listed on the Events Calendar at www.roseburgpubliclibrary.org.

Librarian Ropp reported the library hosted a school class field trip in March, a teen hangout day, children's craft activities, and activities each day throughout spring break. April would be the last month of programming for the school year; staff would take May off to prepare for the Summer Reading Program to start in June. Spanish Club, led by volunteer Julia Masner, would continue in May. Staff has big plans for the Summer Reading Program, including many activities and presenters scheduled.

Director Wiley reported there would be a Summer Reading Program for Adults that would include a reading log with prompts, free book prizes, and gift cards. A survey was available in the News Review and on the library's website to gather information about what participants would like to see for prizes and gifts cards.

Staffing Update

Director Wiley reported Alexa Parks would return as a Summer Reading Program Aide this summer, and two current library aides would add one shift each per week during the Summer Reading Program to ensure another great program.

Grants Update

Director Wiley reported the Whipple Foundation approved the application for \$20,000: \$5000 for Summer Reading Program books to give away, \$5000 for Systech Consulting to produce a request for proposal for an audio/video production system in the Ford Room, and \$10,000 for collection materials.

Other

In recognition of Volunteer Appreciation Month, Councilor Zielinski thanked Library Commission members, the Friends of the Library, and other volunteers for their volunteer efforts and all that they provide to the community.

Director Wiley reminded Commission members the library is hosting a Volunteer Appreciation Breakfast on Saturday, May 13 from 8:30 – 10 a.m. and invited Commission members to come have breakfast, enjoy each other's company, and celebrate all that the library has to offer.

ADJOURNMENT:

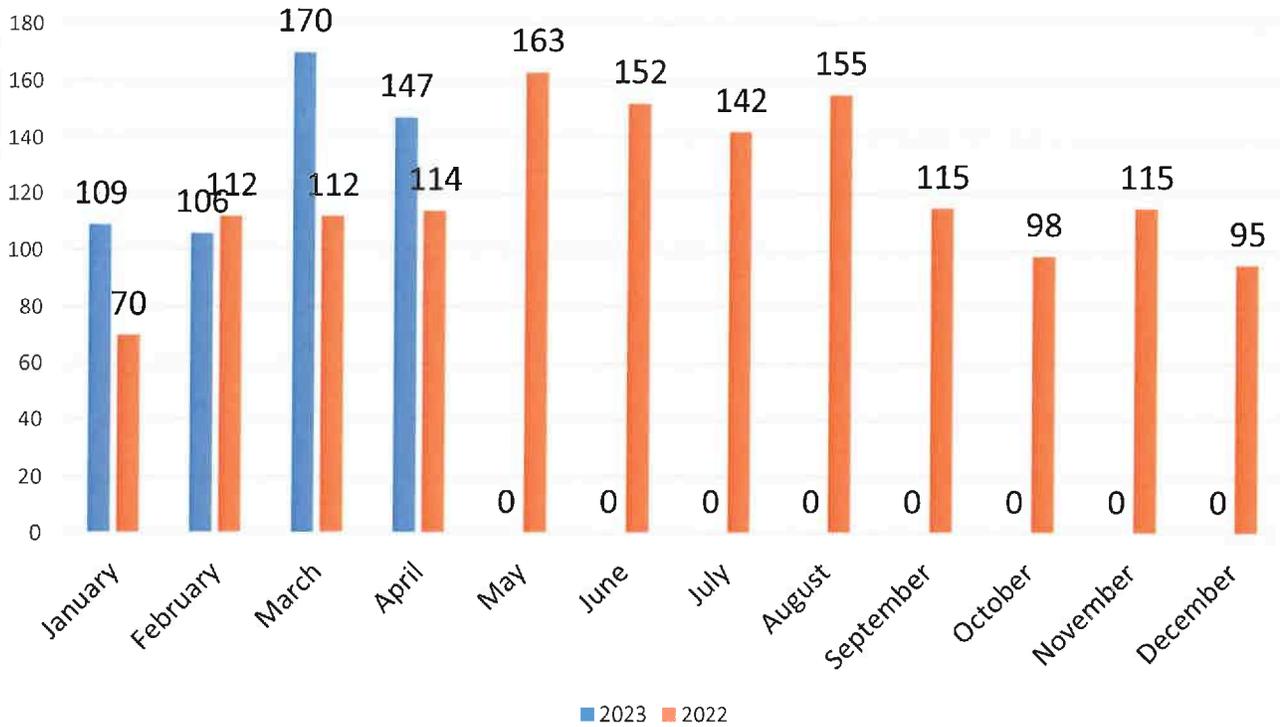
The meeting adjourned at 4:20 p.m. The next meeting is scheduled for Tuesday, May 16, 2023, at 4:00 p.m.

Respectfully submitted,

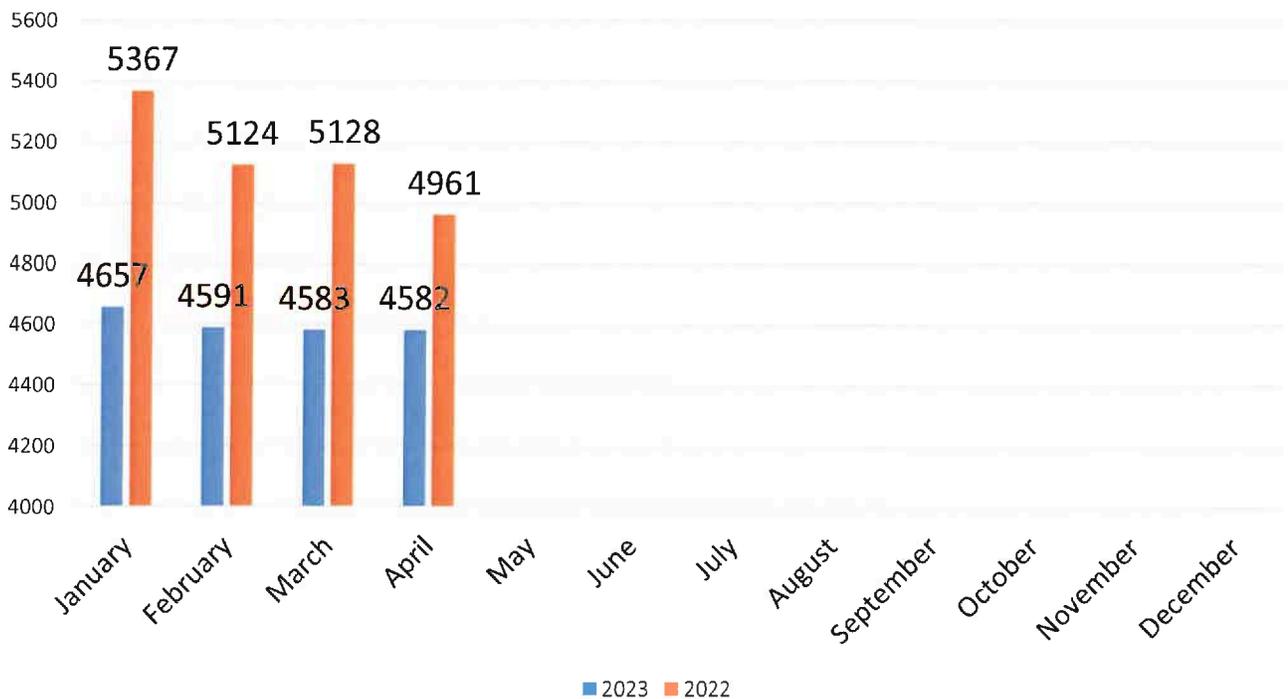
Autumn David

Autumn David, Management Staff Assistant

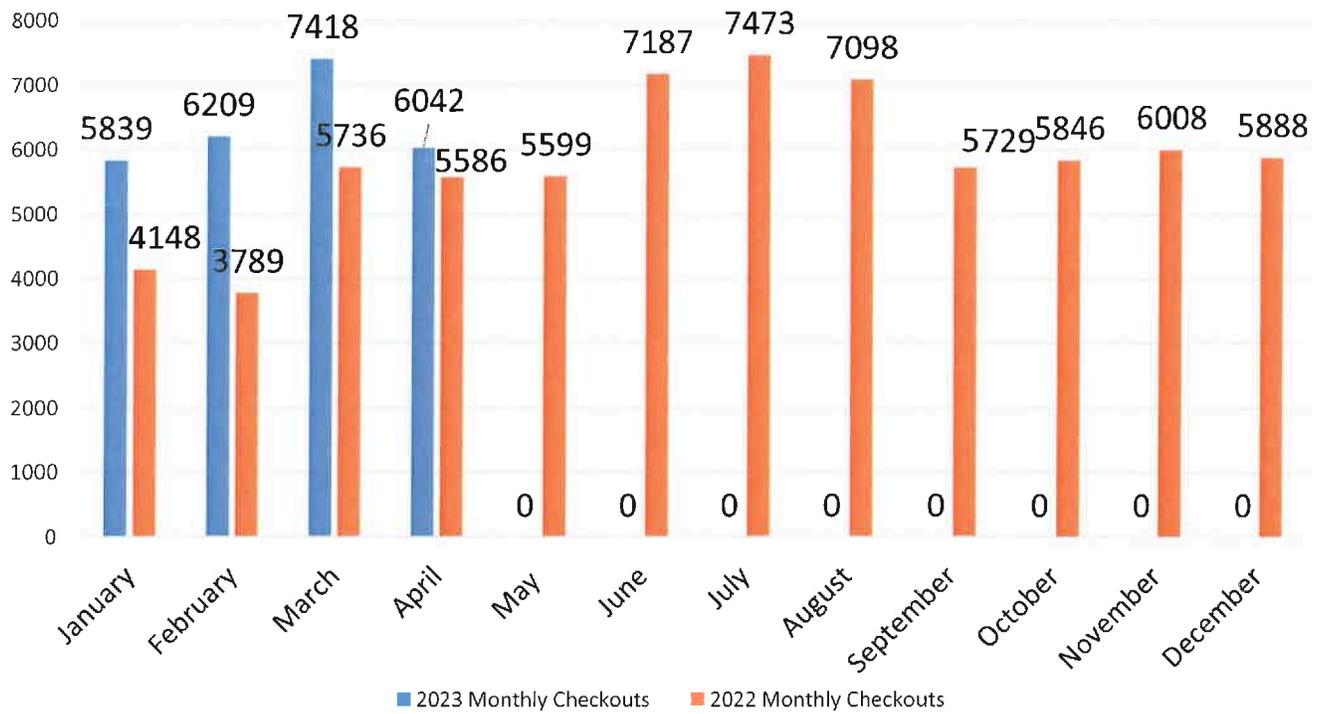
New Users Monthly Comparison



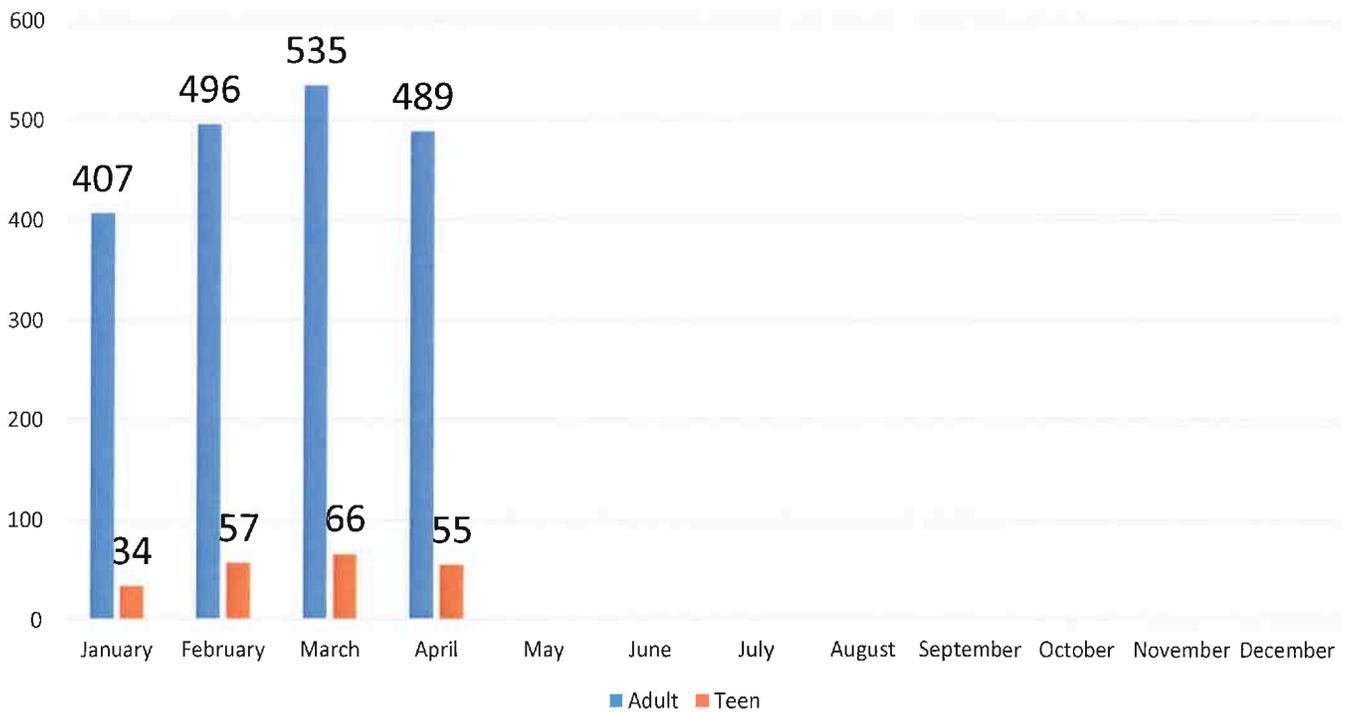
Total Active Users Monthly Comparison



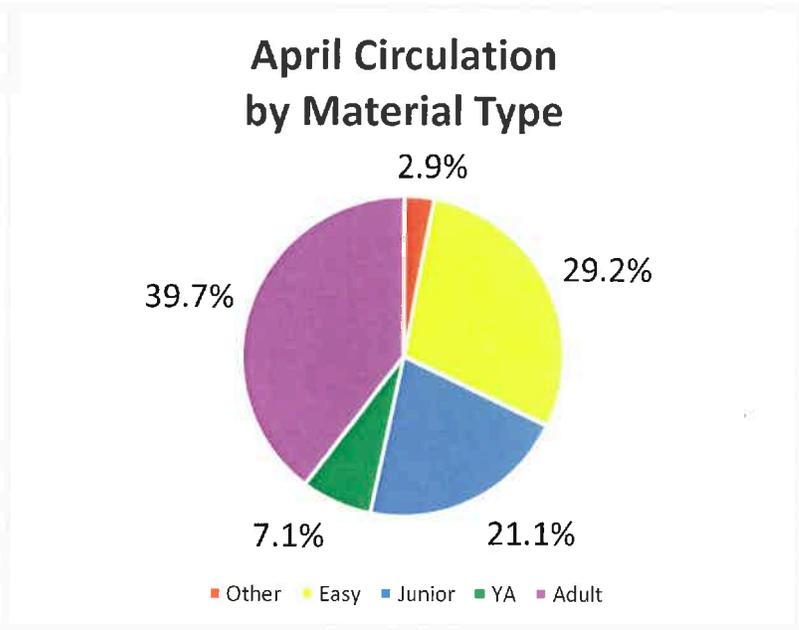
Physical Materials Checkouts



Public Computer Use



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	2.9%	29.2%	21.1%	7.1%	39.7%
2 - Adult Audiobook	93	178	1762	1276	429	2397
3 - Adult DVDs	307					
4 - Adult Fiction	851					
5 - Adult Graphic Novel	6					
6 - Adult Nonfiction	488					
7 - Board Book	172					
8 - Children's CD Book	18					
9 - Children's Audiobook	49					
10 - Children's DVD	117					
11 - Children's Graphic Novel	0					
12 - Children's Reference	1					
14 - Equipment	0					
16 - Fantasy	18					
17 - Other Language F/NF	16					
19 - Junior Fiction	470					
20 - Junior Graphic Novel	263					
21 - Junior Nonfiction	377					
22 - Large Print	99					
23 - Magazine	27					
25 - Mystery	547					
30 - Oversize	2					
34 - Picture Book	1005					
35 - Prof Collection	51					
36 - Reader	515					
37 - Reference	3					
39 - Science Fiction	42					
42 - Western	42					
44 - Young Adult Audiobook	6					
45 - Young Adult DVD	70					
46 - Young Adult Fiction	160					
47 - Young Adult Graphic Novel	174					
48 - Young Adult Nonfiction	19					
OTAP	5					
Off Site	0					
None/On-the-fly	29					
TOTAL	6042					



NEW Items Snapshot - May 2, 2023

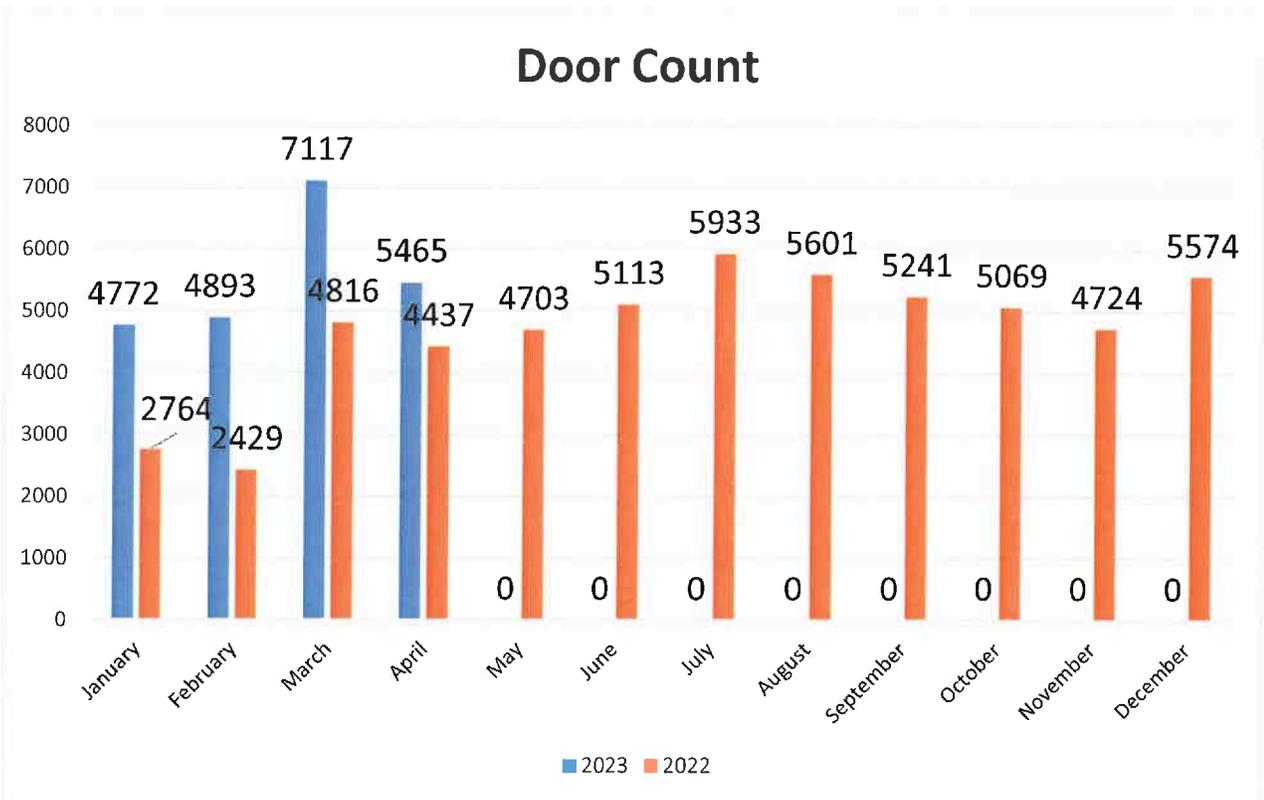
Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	3734	923	24.72%
Picture Books	542	117	21.59%
Adult Fiction	694	223	32.13%
Junior Fiction	350	39	11.14%
YA Fiction	216	23	10.65%

Circulation Snapshot - May 2, 2023

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1636	2.1	89	5.4
3 - Adult DVDs	1737	2.3	122	7
4 - Adult Fiction	13107	17	717	5.5
5 - Adult Graphic Novel	365	0.5	11	3
6 - Adult Nonfiction	13470	17.5	553	4.1
7 - Board Book	642	0.8	158	24.6
8 - Children's CD Book	111	0.1	11	9.9
9 - Children's Audiobook	667	0.9	51	7.6
10 - Children's DVD	848	1.1	84	9.9
11 - Children's Graphic Novel	3	0	1	33.3
12 - Children's Reference	177	0.2	0	0
14 - Equipment	9	0	0	0
16 - Fantasy	207	0.3	22	10.6
17 - Other Language F/NF	834	1.1	20	2.4
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5254	6.8	624	11.9
20 - Junior Graphic Novel	1348	1.7	236	17.5
21 - Junior Nonfiction	8770	11.4	534	6.1
22 - Large Print	1894	2.5	111	5.9
23 - Magazine	3516	4.6	28	0.8
25 - Mystery	5775	7.5	394	6.8
27 - Newspaper	6	0	0	0
30 - Oversize	19	0	2	10.5
34 - Picture Book	5580	7.2	902	16.2
35 - Prof Collection	317	0.4	54	17
36 - Reader	1970	2.6	489	24.8
37 - Reference	505	0.7	3	0.6
39 - Science Fiction	1292	1.7	46	3.6
42 - Western	709	0.9	19	2.7
44 - Young Adult Audiobook	288	0.4	5	1.7
45 - Young Adult DVD	435	0.6	47	10.8
46 - Young Adult Fiction	3006	3.9	208	6.9
47 - Young Adult Graphic Novel	1368	1.8	155	11.3
48 - Young Adult Nonfiction	917	1.2	30	3.3
49 - Young Adult Reference	0	0	0	0
50 - OTAP	354	0.5	22	6.2
51 - Off Site	1	0	0	0
Total	77164		5748	7.4

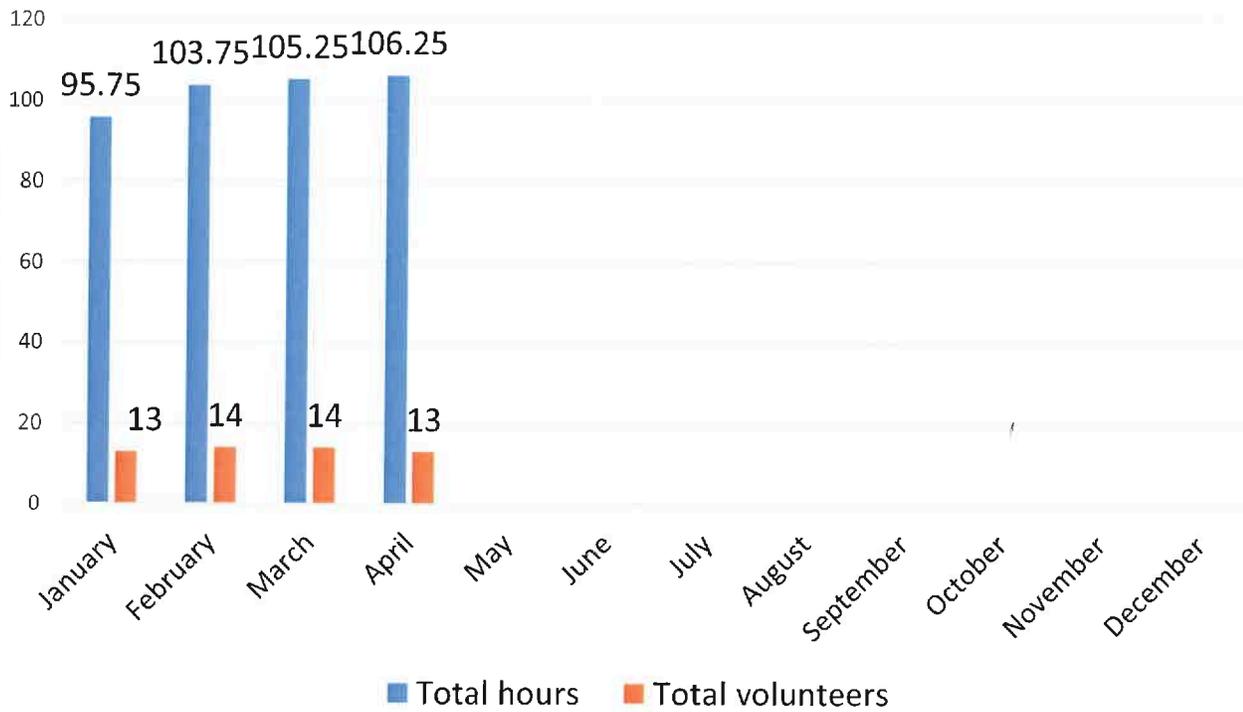


Total value added to collection
April 2023 - \$6625.44

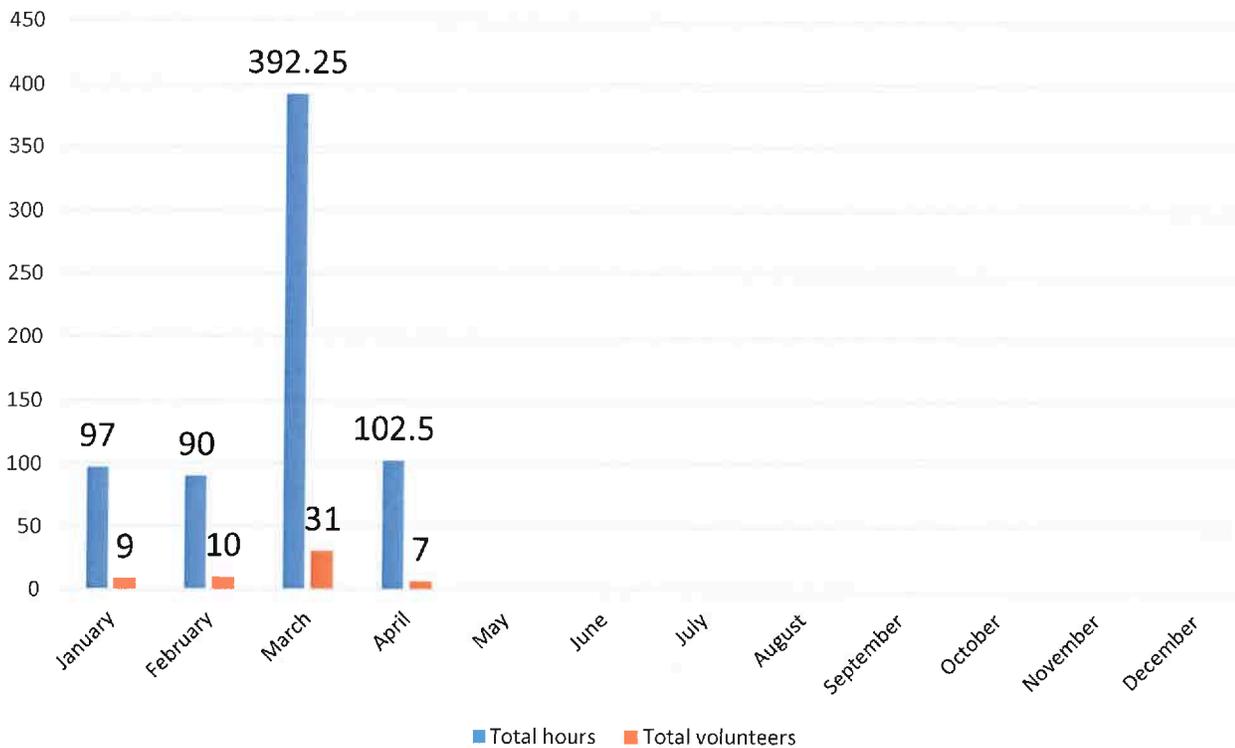


Library Card Sponsorship Program
Number of cards issued FY 2022-2023 – 48

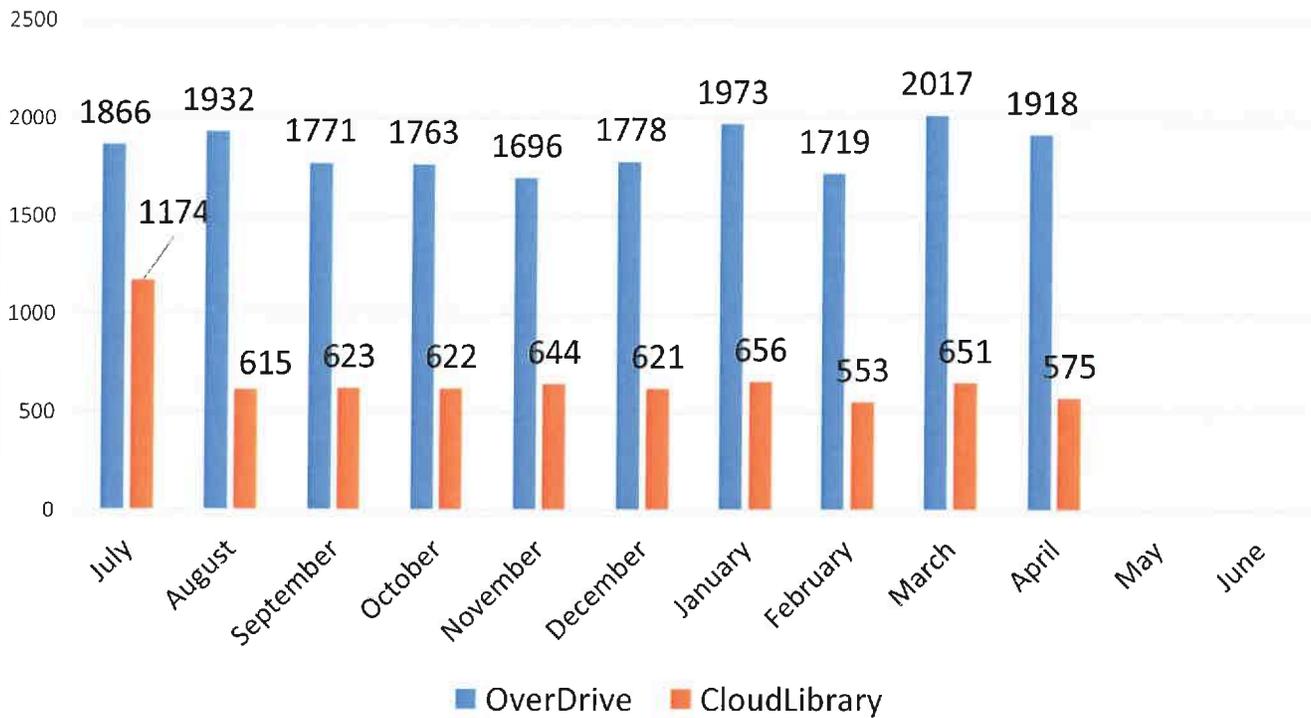
Volunteer Contribution - Library



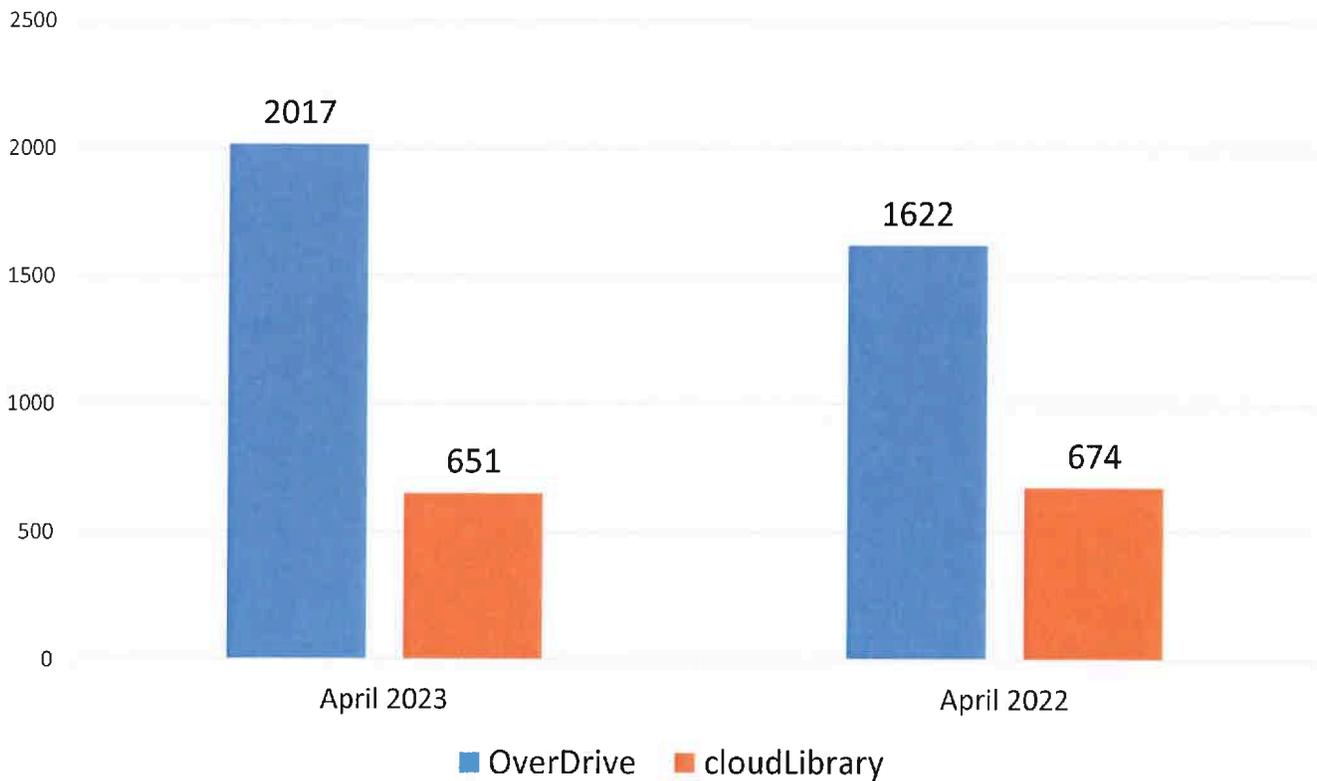
Volunteer Contribution - Friends of the Library



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)
4/5/2023	storytime	56	x		
4/12/2023	storytime	50	x		
4/19/2023	storytime	55	x		
4/26/2023	storytime	24	x		
	TOTAL	185			

Children's Programs - Live Sessions Ages 6-11

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/1/2023	astra	2	x		
4/4/2023	Fullerton 3rd Grade Visit	53	x		
4/20/2023	Children Activity	11	x		
4/25/2023	STEM Tuesday - Balance kit	17	x		
	TOTAL	83			

Live Teen Programs

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/11/2023	Horizons - Perler Beads	14	x		
4/13/2023	Teen Drop-in Washi Tape Glasses	4	x		
4/24/2023	Talk at Boys and Girls Club	12		x	
	TOTAL	30			

Live Adult Programs

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/11/2023	Online Book Group	6			x
4/27/2023	Geology of Crater Lake with Larry Broeker	67	x		
4/27/2023	Silent Book Group	2	x		
	TOTAL	75			

Live Programs for All Ages

Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/6/2023	Lego Drop in	13	x		
	TOTAL	13			

Grab-and-Go Craft Kits

Date		Number distributed
4/4/2023	Planting Seeds - Marigolds	192
4/18/2023	Clothes Pin Dragonflies	190
	TOTAL	382