



PR

**ROSEBURG LIBRARY COMMISSION AGENDA  
TUESDAY, JULY 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](http://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.**

**I. CALL TO ORDER**

**II. ROLL CALL:**

<u>Chair:</u>	Andrea Zielinski		
<u>Commissioners:</u>	Marcy Tassano	Mandy Elder	Francesca Guyer
	Theresa Lundy	Juliet Rutter	Shirley Lindell

**III. APPROVAL OF MINUTES**

A. June 20, 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](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 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:** August 15, 2023

**VI. INFORMATIONAL**

- A. Monthly Statistics
- B. Summer Reading Program
- C. Staffing Update
- D. 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  
June 20, 2023**

**CALL TO ORDER:**

Commissioner Elder called the regular meeting of the Roseburg Library Commission to order at 4:04 p.m. on June 20, 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 (4:24 p.m.) and Commissioners Mandy Elder, Juliet Rutter, and Marcy Tassano.

**Absent:** Commissioners Theresa Lundy, Kelly Peter, and Francesca Guyer

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

**Others Present:** None

There was no quorum present at the beginning of the meeting.

**BUSINESS FROM THE COMMISSION:**

Commissioner Tassano reported the Friends of the Library summer book sale was a success earning over \$2,700. The purpose of the Friends of the Library was to raise money to support the library and promote literacy by providing books at a reasonable price. The next book sale would be held from August 31 through September 2 and would be a bargain book sale.

Commissioner Rutter reported the Pride Festival at the Douglas County Fairgrounds was scheduled for Saturday, July 1 from 11 a.m. to 5 p.m. The Library would have a table set up at the festival. Volunteers were needed to help with the event and a training course would be provided to all volunteers. Information about the event was available at [www.umpquavalleyrainbowcollective.org](http://www.umpquavalleyrainbowcollective.org).

Commissioner Tassano reported the Arts Festival was scheduled for June 23-25.

**NEXT MEETING DATE:**

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

**INFORMATIONAL:**

**Monthly Statistics**

Director Wiley presented the monthly statistics. May's numbers were similar to April's; a significant bump should be seen in June with the start of the Summer Reading Program. Twenty-nine percent of circulation was electronic materials. Programming was especially successful in May for all ages. The TJ Klune author event was standing room only, and his presentation was amazing.

Librarian Ropp staffed a number of outreach events in May to distribute books and share information about the Summer Reading Program.

Director Wiley recognized the ongoing contribution of library volunteers and thanked them for their service.

### **Summer Reading Program**

Director Wiley reported that the Summer Reading Program was going great. Many adults were picking up the reading log, and an average of 25 people had participated in the weekly drawing for a \$10 gift card. The Summer Reading Program would continue through August 26.

Librarian Ropp reported Summer Reading Program events had been well attended and reading logs were being turned in. Staff continued to follow the Lunchbox Express to hand out free books and prizes, and craft kits were being prepared and distributed weekly. The library would host the pre-movie entertainment at Movies in the Park on Friday, June 23, and several events were scheduled throughout the summer. Turnout at events had been larger than anticipated, so staff was making adjustments to increase supplies and capacity to be able to serve those groups.

Director Wiley added StoryWalks® would continue with a new story, and in conjunction with the Arts Festival, the walk was extended to increase the distance between story panels.

Librarian Ropp added that staff would start to visit the Boys and Girls Club to distribute reading logs and give away free books and prizes.

Library programs are listed on the Events Calendar at [www.roseburgpubliclibrary.org](http://www.roseburgpubliclibrary.org).

Commissioner Tassano stated it was astonishing how much the library does for the community.

### **Grants Update**

Director Wiley reported that the library received a \$10,000 grant from the C. Giles Hunt Charitable Trust for collection materials.

The library applied for and received a \$6000 grant from the Public Library Association to fund in-person, basic computer classes. Funds will offset some of the cost of the AmeriCorps participant, who will teach classes, pay for a Spanish language instructor for at least three classes, and pay for advertising. Programming will start in September.

### **Other**

Director Wiley provided an update on Dolly Parton's Imagination Library. There were 1388 registered children and 815 graduates. The library purchased \$175 in advertising on Facebook over one week in June, and there were 139 registrations during that time frame.

The library distributed a survey to 1050 parents/caregivers of Imagination Library recipients and have received 228 responses (22 percent response rate). Eighty-nine percent of respondents indicated they have read all of the books received, and another 10 percent indicated they have read more than half of the books.

Ninety-nine percent of respondents indicated they either like, really like, or absolutely love the program.

Twenty-one percent of respondents reported their child's/children's home library was made up ONLY of Imagination Library books. The rest of respondents indicated a mix of purchasing books, receiving books as gifts, and checking out books from a library.

Forty-six percent of respondents reported someone in their household was a member of Umpqua Health Alliance.

Director Wiley reported it was unlikely the state Legislature would provide statewide funding for Imagination Library this session, so she would continue to focus on fundraising.

Commissioner Tassano asked if there was a way to use Facebook to find funding opportunities. To think about the statistic – there were families that the only books they have were coming from Dolly Parton's Imagination Library, which helped free up funds for other items. Director Wiley replied that a Facebook fundraising ad could be timed with the Friends' annual newspaper ad the day after Thanksgiving.

Chair Zielinski arrived, and a quorum was now present at the meeting.

**APPROVAL OF MINUTES:**

Commissioner Tassano moved to approve the May 16, 2023, minutes. The motion was seconded by Commissioner Elder and approved with the following vote: Chair Zielinski and Commissioners Elder, Rutter, and Tassano voted yes. No one voted no.

**OTHER:**

In response to Commissioner Tassano, Director Wiley stated there had been no Library Commission applications received and applications would close Monday, June 26.

**ADJOURNMENT:**

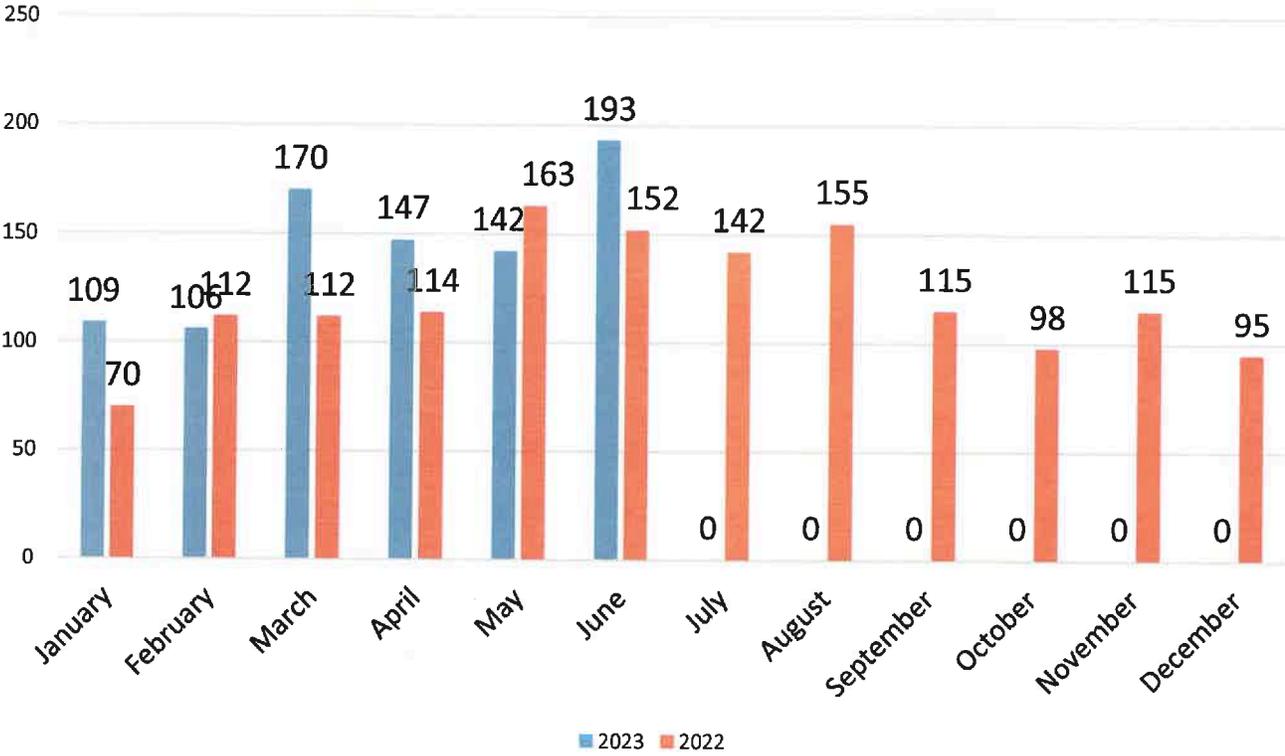
The meeting adjourned at 4:26 p.m. The next meeting is scheduled for Tuesday, July 18, 2023, at 4:00 p.m.

Respectfully submitted,

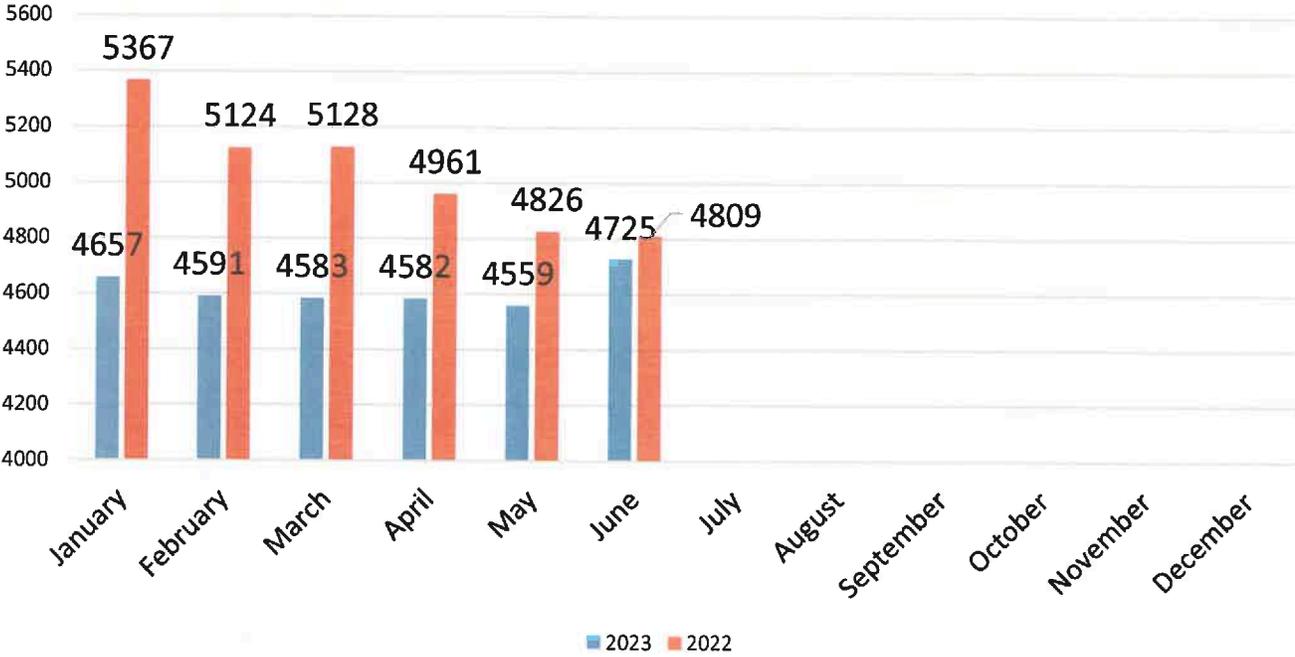
*Autumn David*

Autumn David, Management Staff Assistant

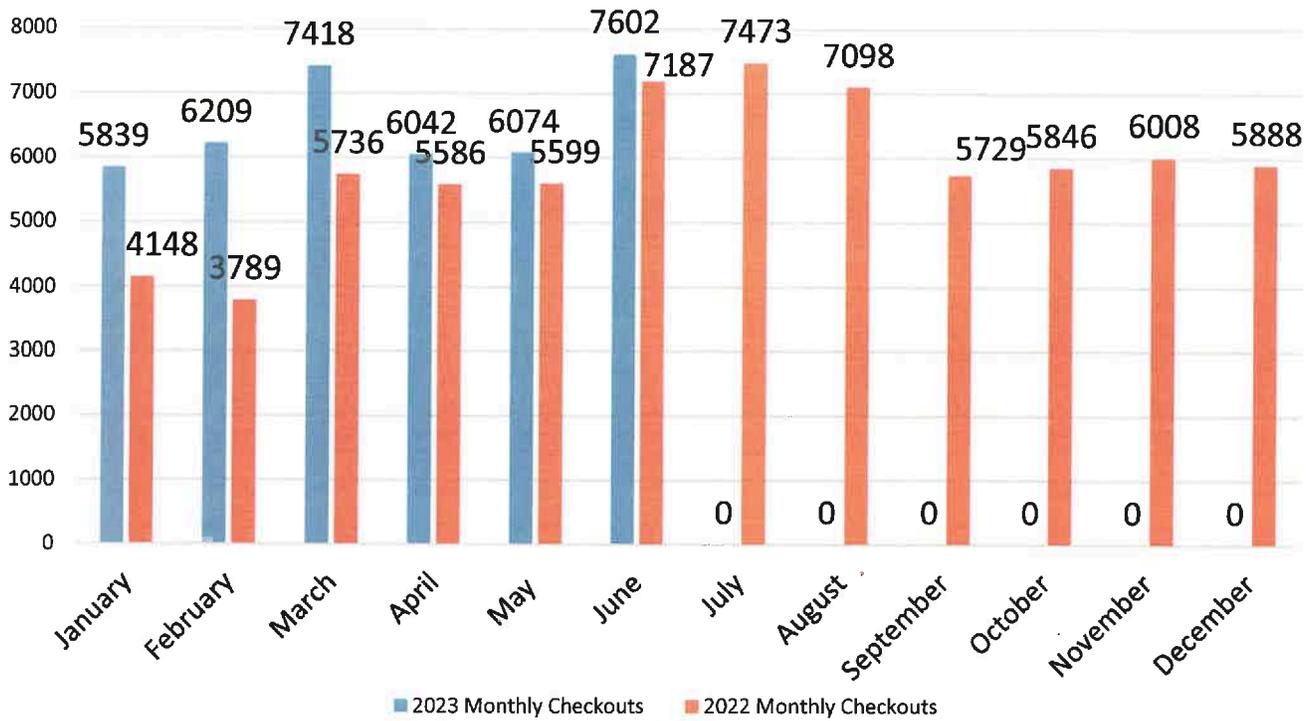
### New Users



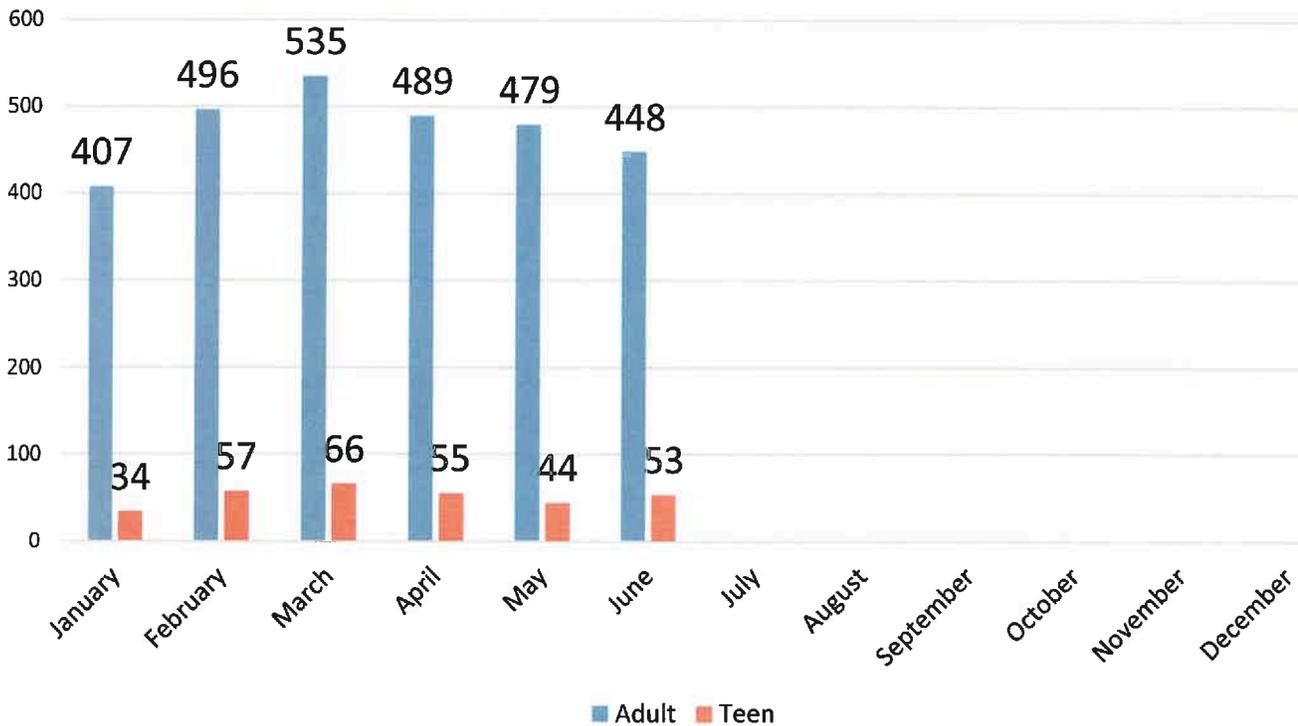
### Total Active Users



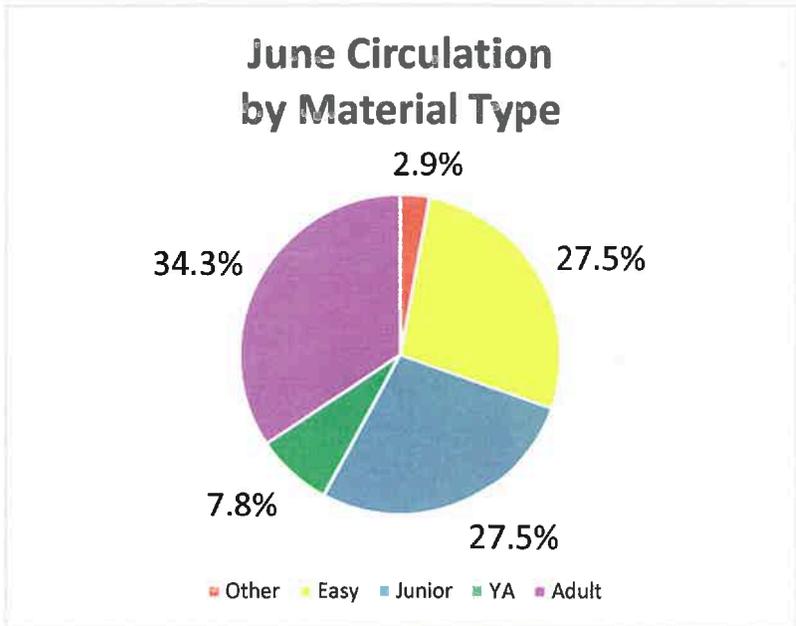
### Physical Materials Checkouts



### Public Computer Use



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	2.9%	27.5%	27.5%	7.8%	34.3%
2 - Adult Audiobook	112	224	2087	2089	591	2611
3 - Adult DVDs	293					
4 - Adult Fiction	1023					
5 - Adult Graphic Novel	35					
6 - Adult Nonfiction	499					
7 - Board Book	202					
8 - Children's CD Book	16					
9 - Children's Audiobook	90					
10 - Children's DVD	164					
11 - Children's Graphic Novel	0					
12 - Children's Reference	1					
14 - Equipment	0					
16 - Fantasy	24					
17 - Other Language F/NF	9					
19 - Junior Fiction	943					
20 - Junior Graphic Novel	433					
21 - Junior Nonfiction	459					
22 - Large Print	118					
23 - Magazine	39					
25 - Mystery	540					
30 - Oversize	1					
34 - Picture Book	1261					
35 - Prof Collection	43					
36 - Reader	564					
37 - Reference	0					
39 - Science Fiction	45					
42 - Western	40					
44 - Young Adult Audiobook	6					
45 - Young Adult DVD	65					
46 - Young Adult Fiction	243					
47 - Young Adult Graphic Novel	235					
48 - Young Adult Nonfiction	42					
OTAP	9					
Off Site	0					
None/On-the-fly	48					
<b>TOTAL</b>	<b>7602</b>					



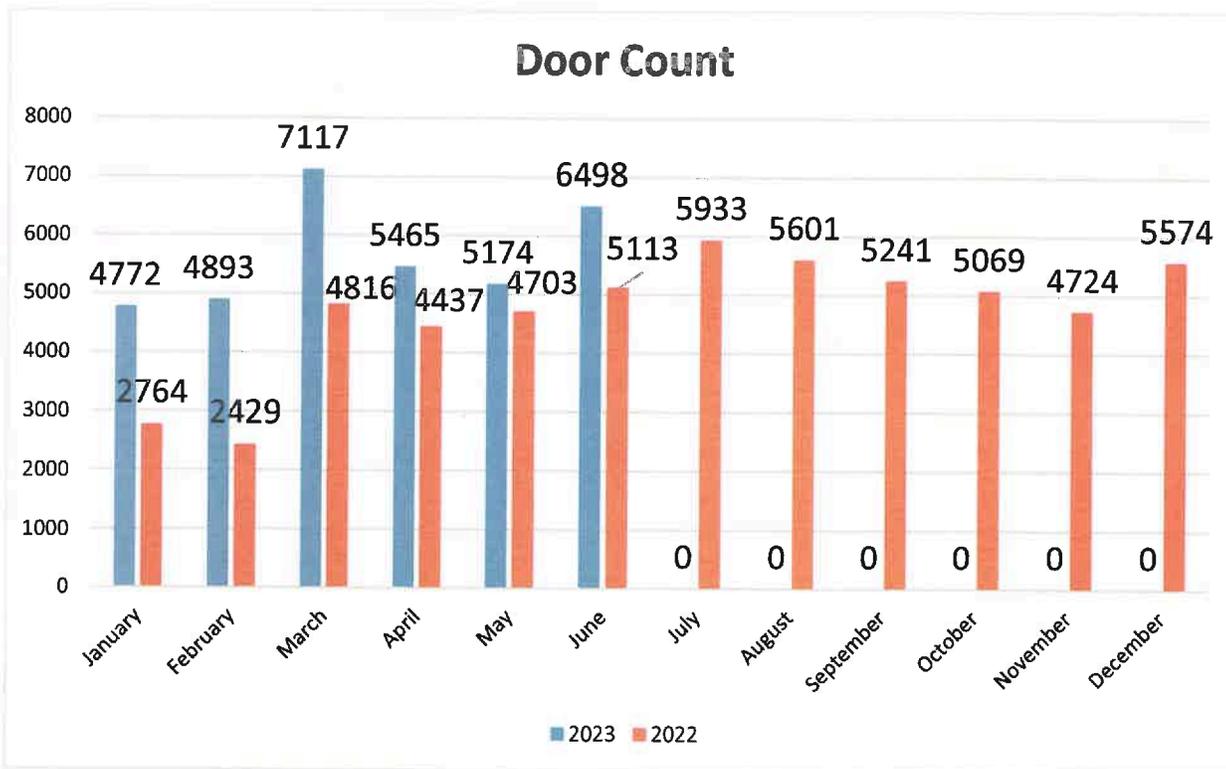
NEW Items Snapshot - July 3, 2023			
Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	4025	1134	28.17%
Picture Books	632	179	28.32%
Adult Fiction	752	280	37.23%
Junior Fiction	360	76	21.11%
YA Fiction	269	39	14.50%

Circulation Snapshot - July 3, 2023

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1650	2.1	101	6.1
3 - Adult DVDs	1748	2.2	119	6.8
4 - Adult Fiction	13254	17	839	6.3
5 - Adult Graphic Novel	367	0.5	31	8.4
6 - Adult Nonfiction	13544	17.4	575	4.2
7 - Board Book	655	0.8	179	27.3
8 - Children's CD Book	111	0.1	14	12.6
9 - Children's Audiobook	667	0.9	82	12.3
10 - Children's DVD	853	1.1	94	11
11 - Children's Graphic Novel	4	0	1	25
12 - Children's Reference	177	0.2	2	1.1
14 - Equipment	9	0	0	0
16 - Fantasy	213	0.3	27	12.7
17 - Other Language F/NF	843	1.1	20	2.4
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5304	6.8	884	16.7
20 - Junior Graphic Novel	1403	1.8	305	21.7
21 - Junior Nonfiction	8803	11.3	485	5.5
22 - Large Print	1800	2.3	108	6
23 - Magazine	3556	4.6	39	1.1
25 - Mystery	5795	7.5	389	6.7
27 - Newspaper	6	0	0	0
30 - Oversize	19	0	1	5.3
34 - Picture Book	5678	7.3	986	17.4
35 - Prof Collection	317	0.4	45	14.2
36 - Reader	1986	2.6	487	24.5
37 - Reference	505	0.6	0	0
39 - Science Fiction	1299	1.7	38	2.9
42 - Western	712	0.9	20	2.8
44 - Young Adult Audiobook	288	0.4	6	2.1
45 - Young Adult DVD	437	0.6	53	12.1
46 - Young Adult Fiction	3058	3.9	276	9
47 - Young Adult Graphic Novel	1393	1.8	186	13.4
48 - Young Adult Nonfiction	919	1.2	55	6
49 - Young Adult Reference	0	0	0	0
50 - OTAP	355	0.5	15	4.2
51 - Off Site	1	0	0	0
Total	77756		6462	8.3

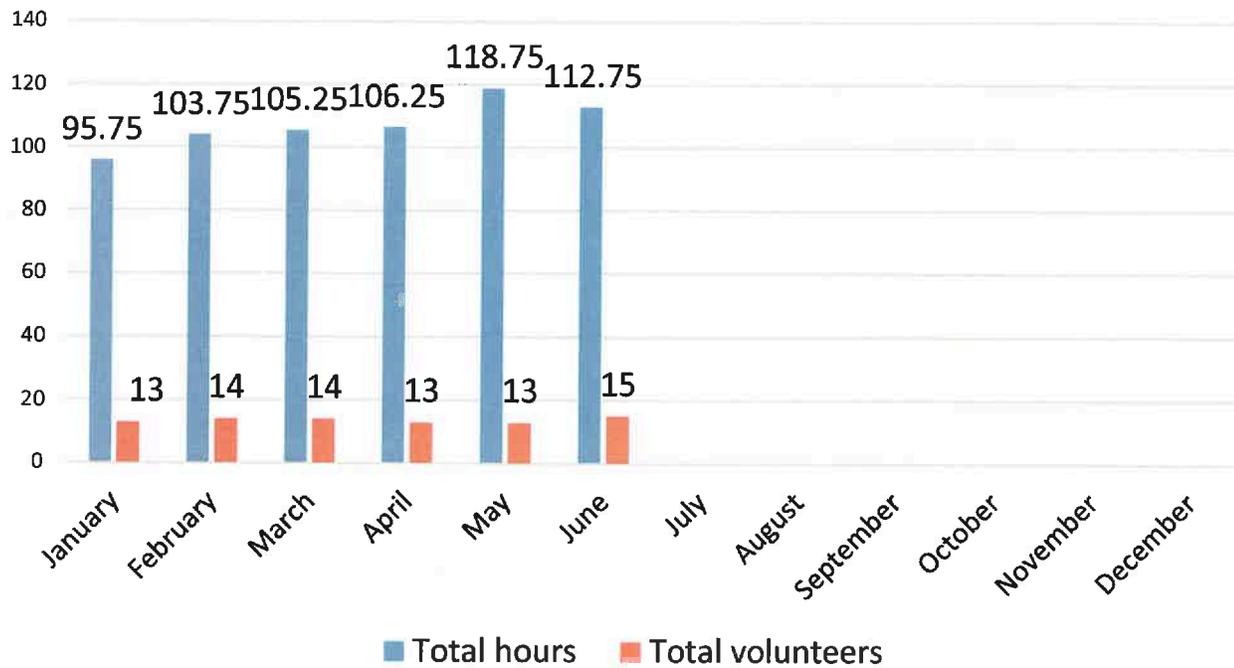


Total value added to collection  
June 2023 - \$5683.85

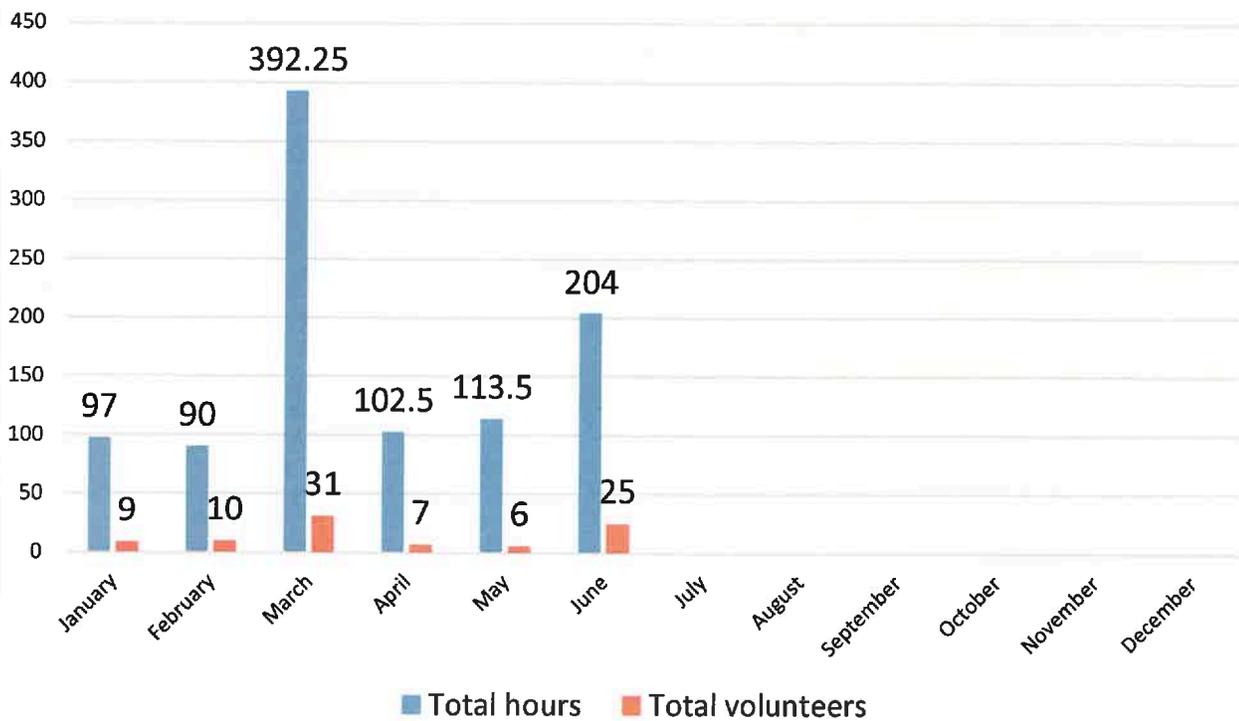


Library Card Sponsorship Program  
Number of cards issued FY 2022-2023 – 48

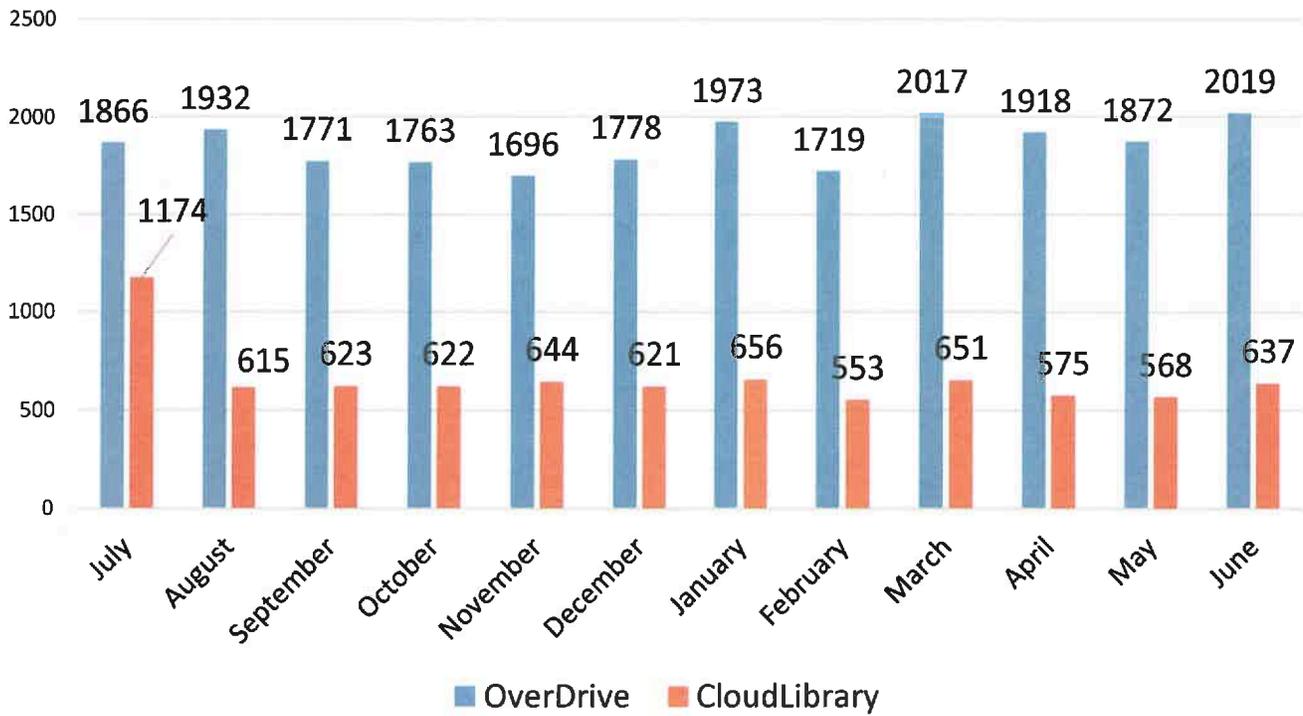
### Volunteer Contribution - Library



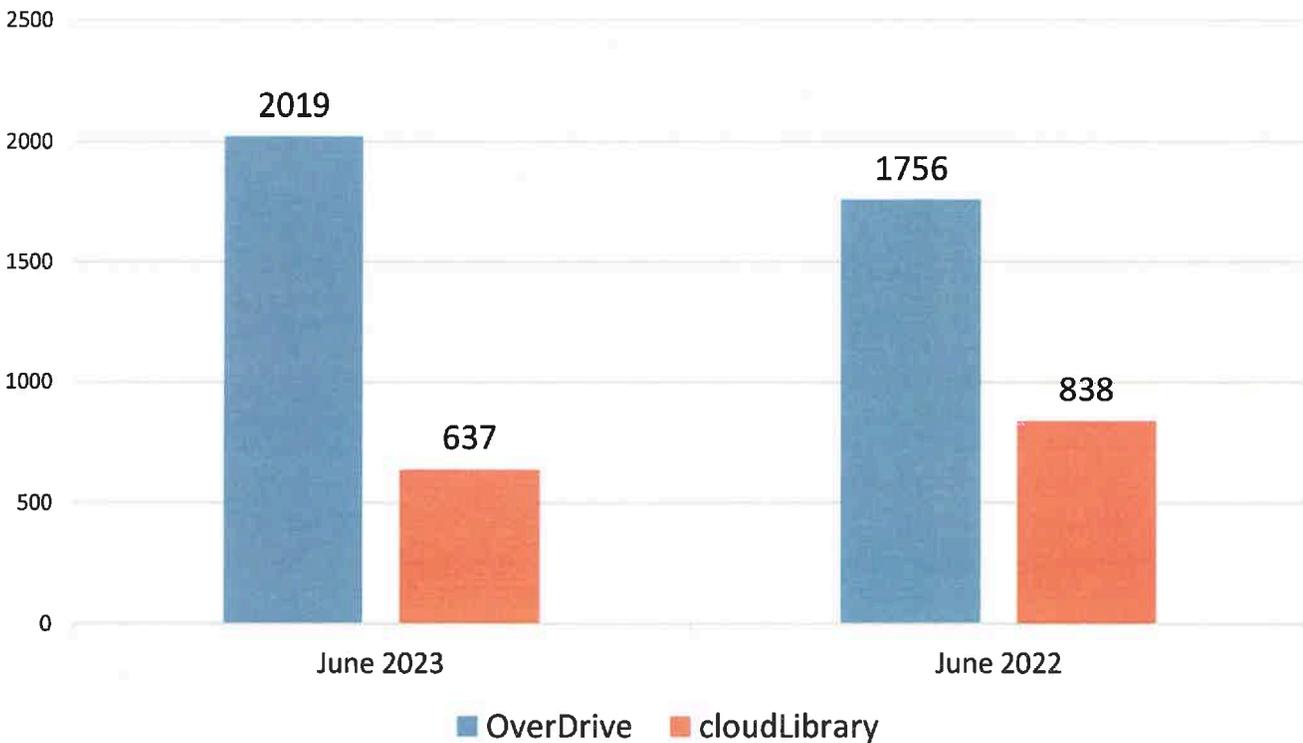
### Volunteer Contribution - Friends of the Library



### FY 2022-2023 OverDrive & cloudLibrary Circulation



### Ebooks Monthly Comparison



<b>Children's Programs - Live Sessions Ages 0-5</b>					
<b>Date</b>		<b>Attendance</b>	<b>Onsite</b>	<b>Offsite</b>	<b>Virtual (Facebook Live or Zoom)</b>
6/7/2023	Storytime @ Stewart Park	48		x	
6/14/2023	Storytime @ Stewart Park-Mark	60		x	
6/21/2023	Storytime @ Stewart Park	39		x	
6/28/2023	Storytime @ Stewart Park	38		x	
	<b>TOTAL</b>	<b>185</b>			

<b>Children's Programs - Live Sessions Ages 6-11</b>					
<b>Date</b>		<b>Attendance</b>	<b>Onsite</b>	<b>Offsite</b>	<b>Virtual (Facebook Live or Zoom)</b>
6/12/2023	Lunchbox Express	74		x	
6/13/2023	Kickoff party	31	x		
6/16/2023	Friday Craft @ Stewart - Library bag	51		x	
6/19/2023	Lunchbox Express	85		x	
6/20/2023	<a href="#">Tuesday @ library - MNCH</a>	83	x		
6/23/2023	Friday Craft @ Stewart - Bubble Painting	41		x	
6/26/2023	Lunchbox Express	127		x	
6/27/2023	Tuesday @ library - Joe Ross	15	x		
6/30/2023	Friday @ Stewart - Paula	26		x	
	<b>TOTAL</b>	<b>533</b>			

<b>Live Teen Programs</b>					
<b>Date</b>		<b>Attendance</b>	<b>Onsite</b>	<b>Offsite</b>	<b>Virtual (Facebook Live or Zoom)</b>
6/15/2023	VR	13	x		
6/22/2023	canvas bag	29	x		
6/29/2023	VR	11	x		
	<b>TOTAL</b>	<b>53</b>			

<b>Live Adult Programs</b>					
<b>Date</b>		<b>Attendance</b>	<b>Onsite</b>	<b>Offsite</b>	<b>Virtual (Facebook Live or Zoom)</b>
6/1/2023	Silent Book Group	3	x		

6/13/2023	Online Book Group	8			x
6/15/2023	Author Discussion Group	6			x
6/29/2023	Silent Book Group	4	x		
	<b>TOTAL</b>	<b>21</b>			

<b>Live Programs for All Ages</b>					
<b>Date</b>		<b>Attendance</b>	<b>Onsite</b>	<b>Offsite</b>	<b>Virtual (Facebook Live or Zoom)</b>
6/9/2023	Sunshine Apts Outreach	23		x	
6/17/2023	Hispanic Heritage Outreach	176		x	
6/20/2023	Sunshine Apts Outreach	17		x	
6/21/2023	Boys & Girls Club	58		x	
6/23/2023	Movies @ the park - Steve Chaney	73		x	
6/28/2023	Boys & Girls Club	45		x	
	<b>TOTAL</b>	<b>392</b>			

<b>Grab-and-Go Craft Kits</b>					
<b>Date</b>		<b>Number distributed</b>			
6/6/2023	SRP Shink Magnet	380			
6/13/2023	SRP Watercolor Postcard	360			
6/20/2023	SRP Beaded animal - Firefly	270			
6/27/2023	SRP Craft Stick Kazoo	460			
	<b>TOTAL</b>	<b>1470</b>			