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10/19/23



**ROSEBURG LIBRARY COMMISSION AGENDA  
TUESDAY, OCTOBER 17, 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>	Mandy Elder	Francesca Guyer	Theresa Lundy
	Shirley Lindell	Juliet Rutter	Marcy Tassano

**III. INTRODUCTIONS**

**IV. APPROVAL OF MINUTES**

A. September 19, 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, October 17, 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.

**V. BUSINESS FROM THE COMMISSION**

**VI. NEXT MEETING DATE:** November 21, 2023

**VII. INFORMATIONAL**

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

**VIII. ADJOURNMENT**

**CITY OF ROSEBURG  
LIBRARY COMMISSION MEETING MINUTES  
September 19, 2023**

1. CALL TO ORDER

Chair Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:00 p.m. on September 19, 2023, in the Ford Room at Roseburg Public Library, 1409 NE Diamond Lake Blvd., Ste. 100, Roseburg, Oregon and electronically via Zoom.

2. ROLL CALL

Present Chair Andrea Zielinski and Commissioners Francesca Guyer, Shirley Lindell, Theresa Lundy, Juliet Rutter, and Marcy Tassano

Absent Commissioner Mandy Elder

Attending Staff Library Director Kris Wiley, Youth Services Librarian Aurora Ropp, RARE AmeriCorps Member Christian Sala, City Recorder Patty Hitt and Management Staff Assistant Grace Jelks

Others Present None

3. INTRODUCTIONS

Director Wiley welcomed Resource Assistance for Rural Environments AmeriCorps member Christian Sala, who will serve an 11-month term at the library. Attendees introduced themselves.

4. APPROVAL OF MINUTES

Commissioner Guyer moved to approve the August 15, 2023, minutes. The motion was seconded by Commissioner Lindell and approved with the following vote:

Commissioners Guyer, Lindell, Lundy, Rutter, Tassano, and Zielinski voted yes. No Commissioners voted no.

5. BUSINESS FROM THE COMMISSION

Commissioner Tassano reported the Friends of the Library book sale event netted \$2000. There was about \$200 in donations for Dolly Parton's Imagination Library, which will help sponsor almost eight (8) children. The books left over are available for free in the Friends Book Store inside the library.

6. NEXT MEETING DATE

Tuesday, October 17, 2023, at 4:00 p.m. This will be a hybrid meeting.

7. INFORMATIONAL

A. Presentation – 2023 Annual Report to State Library

Director Wiley stated that as a legally established public library per ORS 357.417, Roseburg Public Library is required to submit its annual statistical report to the State Library of Oregon by October 31, 2023. The report includes data regarding staff, revenue and expenditures, collections, services, technology, facilities and other information.

The agenda packet included links to this year's draft report and last year's final report. It is available for review on the library's website at [www.roseburgpubliclibrary](http://www.roseburgpubliclibrary); click on Library Resources.

Director Wiley shared a PowerPoint presentation with some of the information from the report, which included statistics gathered in fiscal year 2023 (July 1, 2022, through June 30, 2023).

Commissioner comments and questions included whether the library is a non-profit and how donations are credited.

Director Wiley clarified that the Library is a government agency and donations are used for a number of projects unless a specific direction is given by the donor.

B. 2023 Summer Reading Program

Director Wiley reported the program was a great success, and she thanked the fiscal sponsors, donors, volunteers, staff and participants. Some statistics were included in the agenda packet.

Librarian Ropp reported that participation in programs has increased and changes in programming for next year have not yet been determined.

C. Monthly Statistics

Director Wiley presented the monthly statistics. She noted a 10 percent increase in checkouts of physical materials compared with July with significant increases in door count and public computer use. She stated she was pleased with the checkouts of youth materials, which totaled almost 59 percent of all circulation. She commended Librarian Ropp for her collection development skills and ability to connect patrons with materials.

D. Fall Programming

Director Wiley reported the library partnered with the Umpqua Valley Audubon Society on September 6 for a Facebook Live program with wildlife artist Ram Papish.

The library and the Audubon Society will team up again for an in-person program about sea otters with the Elakha Alliance on Wednesday, October 11 at 6:30 p.m.

The library will welcome Mark Yaconelli for a one-hour interactive workshop titled "How Stories Can Save Us." Yaconelli is the author of "Between the Listening and the Telling: How Stories Can Save Us." Thanks to Commissioner Elder for connecting us to Yaconelli.

Director Wiley reported most of the library's programs for adults this fall will focus on delivering basic technology classes. This is to fulfill the requirements of a digital literacy grant the library received from the Public Library Association. The schedule is available on the library's website and in person. It was included in the library article in Sunday's News Review, and it will be posted on social media. AmeriCorps member Sala will deliver most of the programs with assistance from Director Wiley and Library Aide Ward Deffebach, who speaks Spanish.

Librarian Ropp reported that increased participation for fall programs is anticipated; there will be two (2) story times this year on Wednesdays and Thursdays, there will be a Girls Who Code class, an artist exploration class, and a student book club through the Great Stories Grant. The Girls Who Code class is open to all genders and for third through fifth graders. The artist exploration class incorporates reading about an artist and creating artwork using the techniques learned.

Commissioner comments and questions included the age range for the coding class and clarification of the artist exploration class.

Director Wiley stated library programs are listed on the library's website at [www.roseburgpubliclibrary.org](http://www.roseburgpubliclibrary.org); click on Events Calendar. Information also is posted on the library's Facebook and Instagram pages, the library's weekly newsletter and the library's weekly article in the News Review.

E. Grants Update

Director Wiley reported the library submitted a final report to the Roundhouse Foundation for a \$5000 grant for the Summer Reading Program.

The library submitted an application for \$5700 to the Roundhouse Foundation to fund nine workshops for ages 9 and up with anime artist Carlos Nieto III.

Director Wiley stated she is working on a grant application to the American Library Association to host a traveling exhibit titled "Americans and the Holocaust." The project would include four public programs. The application is due in October; if awarded, the project would be delivered sometime between 2024 and 2026.

F. Hours of Operation Update

Director Wiley reported the library will extend its hours of operation to 8 p.m. on Thursdays beginning in October. Library hours will be Tuesdays and Wednesdays from 10 a.m. to 6 p.m.; Thursdays from 10 a.m. to 8 p.m.; and Fridays and Saturdays from 10 a.m. to 2 p.m.

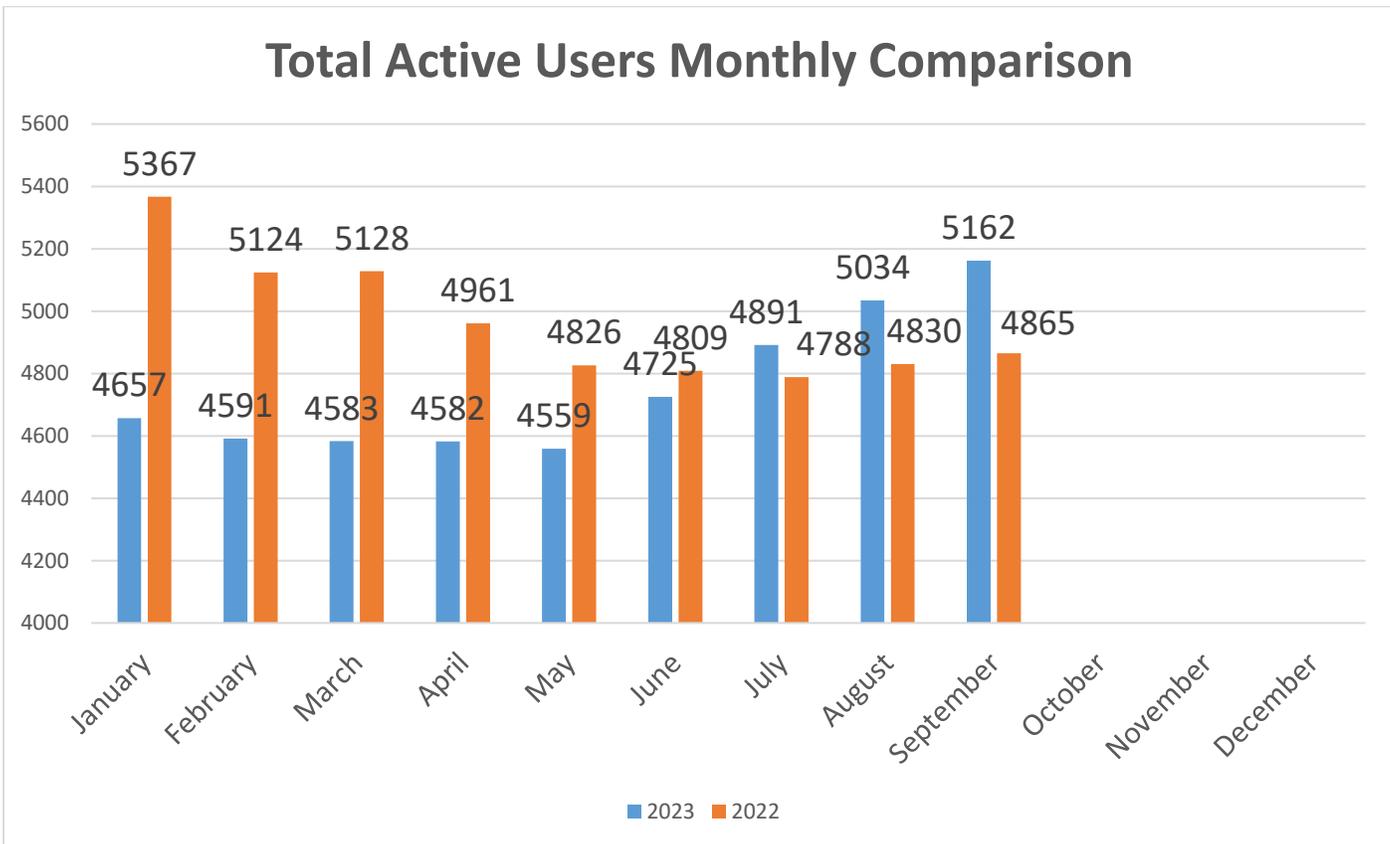
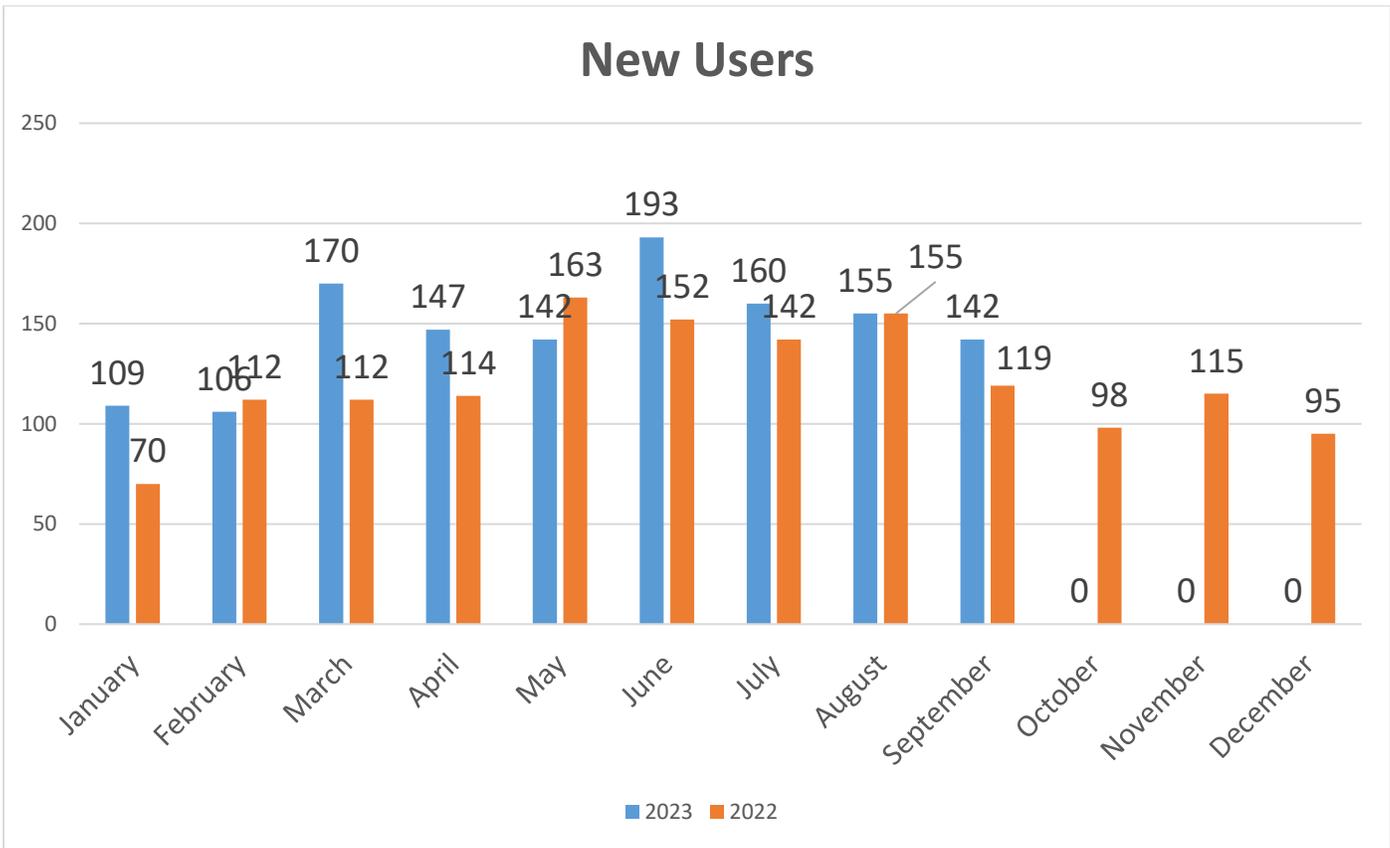
8. ADJOURNMENT

The meeting adjourned at 4:46 p.m. The next meeting is scheduled for Tuesday, October 17, 2023, at 4:00 p.m.

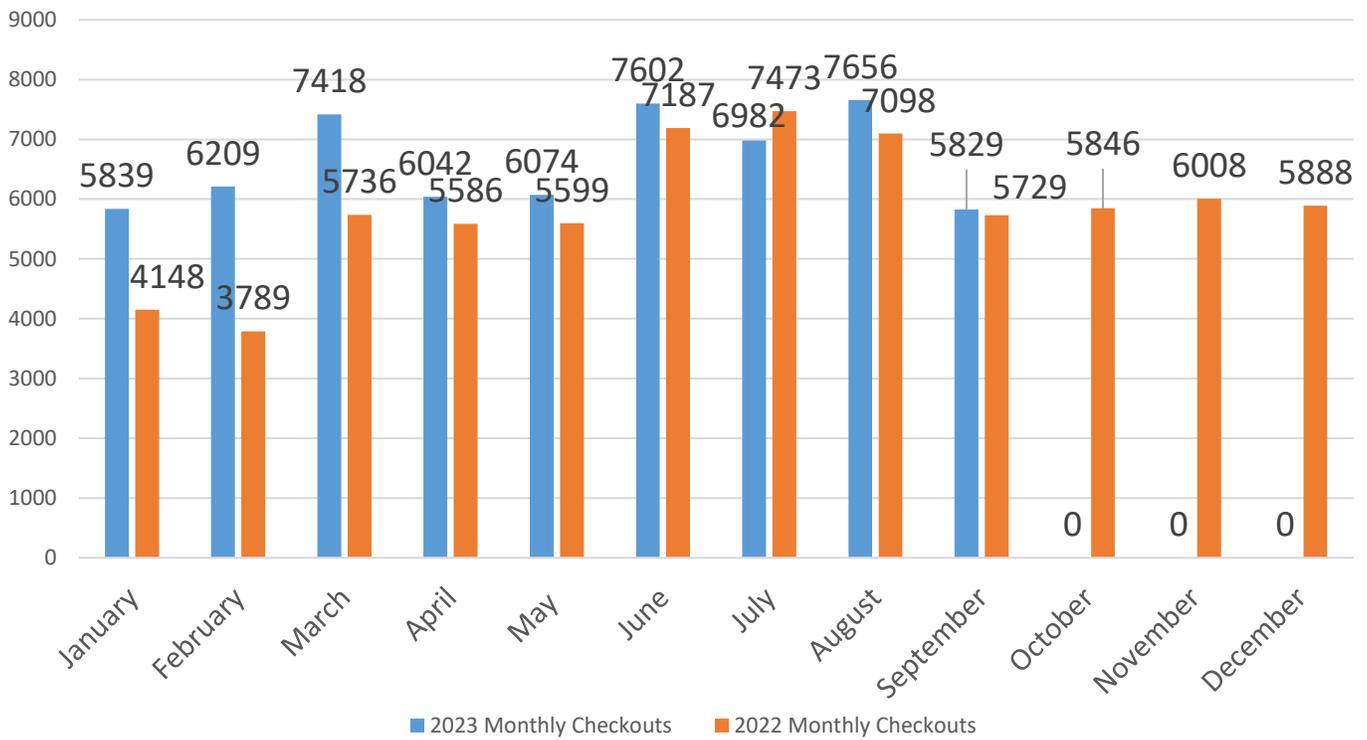
Respectfully submitted,

*Grace Jelks*

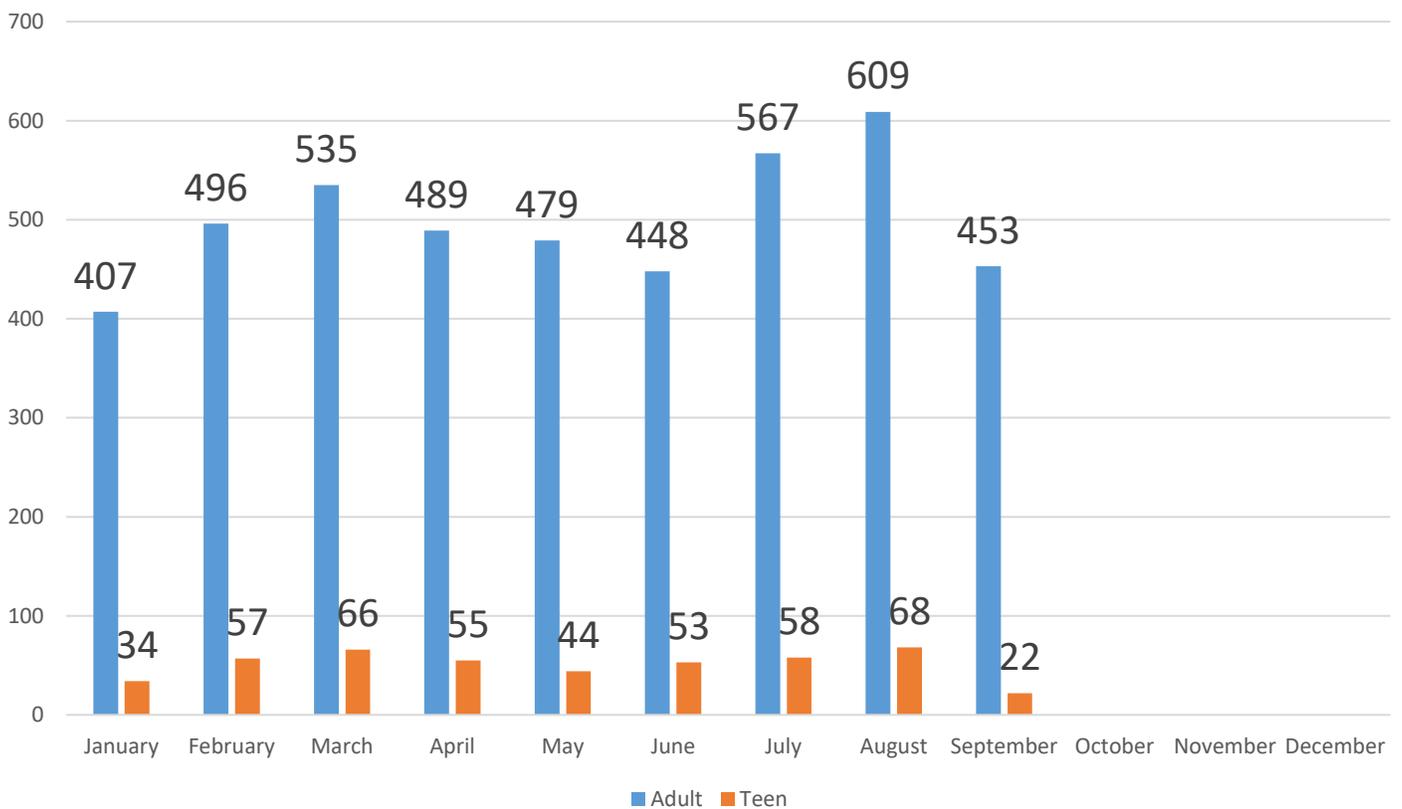
Grace Jelks, Management Staff Assistant



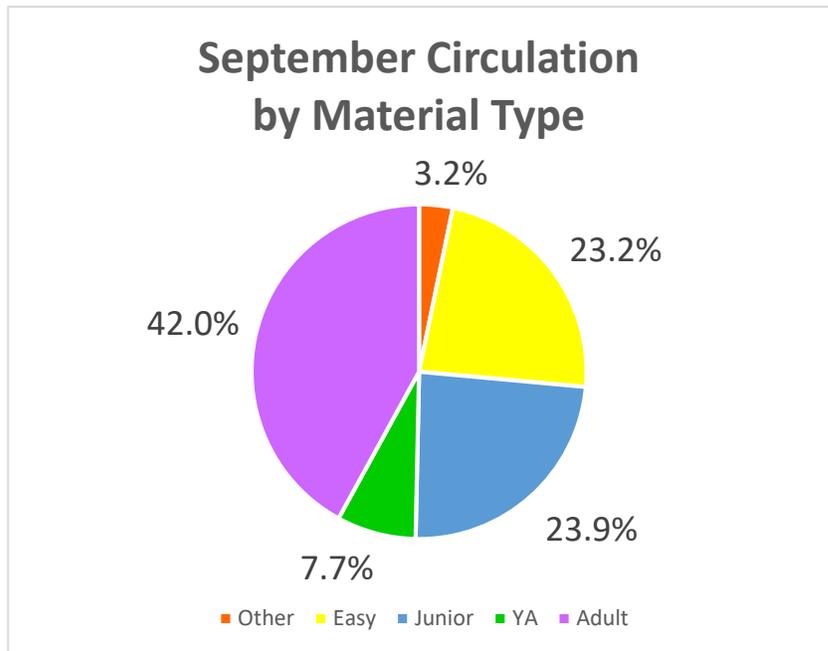
## Physical Materials Checkouts



## Public Computer Use



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	3.2%	23.2%	23.9%	7.7%	42.0%
2 - Adult Audiobook	104	189	1353	1392	446	2449
3 - Adult DVDs	262					
4 - Adult Fiction	930					
5 - Adult Graphic Novel	13					
6 - Adult Nonfiction	498					
7 - Board Book	114					
8 - Children's CD Book	28					
9 - Children's Audiobook	49					
10 - Children's DVD	158					
11 - Children's Graphic Novel	0					
12 - Children's Reference	0					
14 - Equipment	1					
16 - Fantasy	21					
17 - Other Language F/NF	14					
19 - Junior Fiction	467					
20 - Junior Graphic Novel	265					
21 - Junior Nonfiction	453					
22 - Large Print	119					
23 - Magazine	22					
25 - Mystery	524					
30 - Oversize	0					
34 - Picture Book	849					
35 - Prof Collection	32					
36 - Reader	330					
37 - Reference	3					
39 - Science Fiction	42					
42 - Western	52					
44 - Young Adult Audiobook	2					
45 - Young Adult DVD	47					
46 - Young Adult Fiction	112					
47 - Young Adult Graphic Novel	266					
48 - Young Adult Nonfiction	19					
OTAP	8					
Off Site	0					
None/On-the-fly	25					
<b>TOTAL</b>	<b>5829</b>					

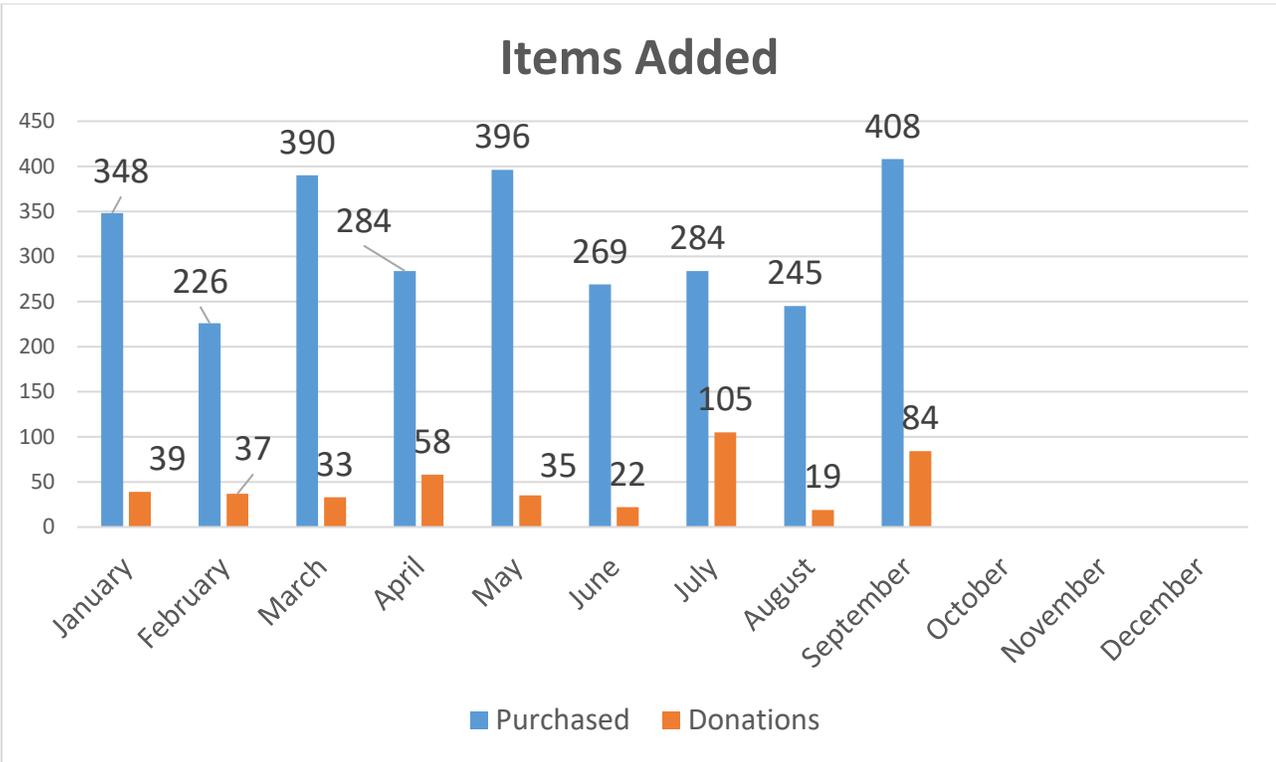


### NEW Items Snapshot - October 4, 2023

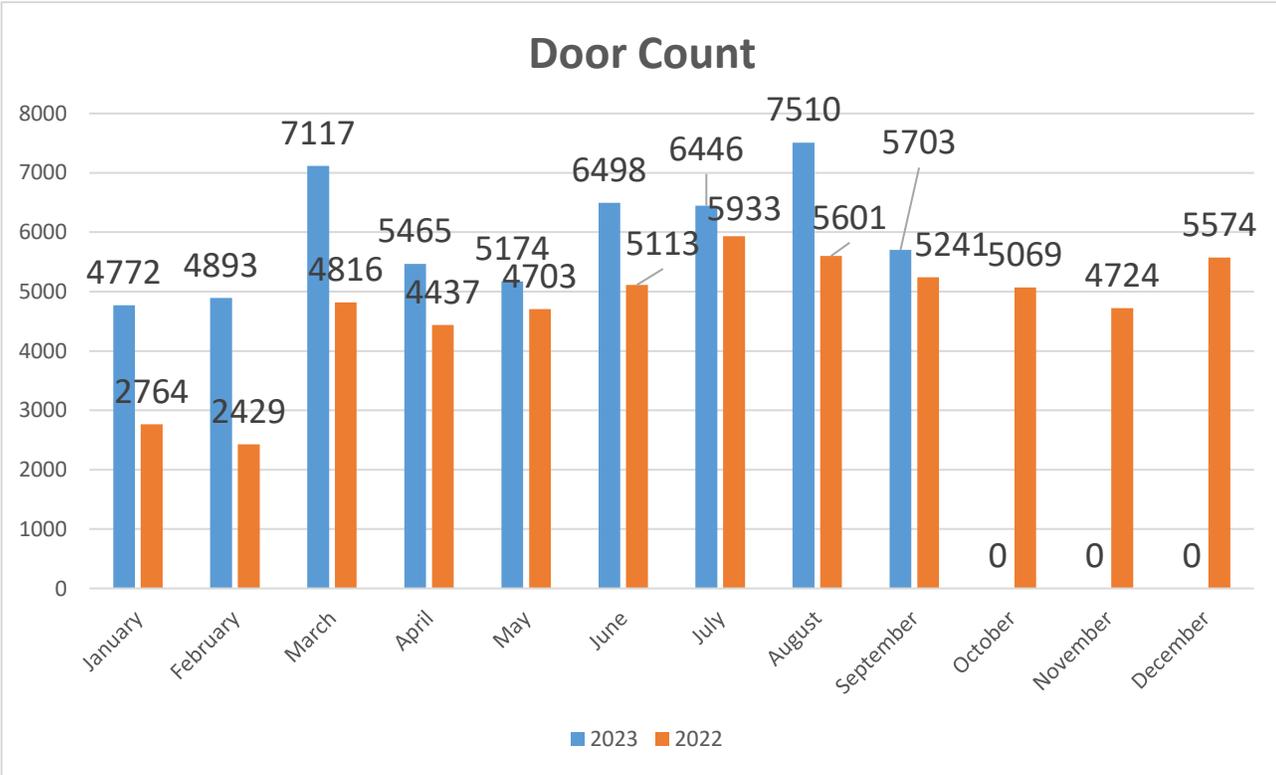
Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	3803	911	23.95%
Picture Books	579	142	24.53%
Adult Fiction	734	249	33.92%
Junior Fiction	321	34	10.59%
YA Fiction	249	31	12.45%

## Circulation Snapshot - October 4, 2023

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1650	2.1	105	6.4
3 - Adult DVDs	1766	2.2	101	5.7
4 - Adult Fiction	13446	17.1	776	5.8
5 - Adult Graphic Novel	367	0.5	14	3.8
6 - Adult Nonfiction	13654	17.3	630	4.6
7 - Board Book	670	0.9	195	29.1
8 - Children's CD Book	111	0.1	19	17.1
9 - Children's Audiobook	668	0.8	56	8.4
10 - Children's DVD	856	1.1	97	11.3
11 - Children's Graphic Novel	2	0	1	50
12 - Children's Reference	177	0.2	1	0.6
14 - Equipment	12	0	1	8.3
16 - Fantasy	218	0.3	28	12.8
17 - Other Language F/NF	844	1.1	22	2.6
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5416	6.9	737	13.6
20 - Junior Graphic Novel	1455	1.8	270	18.6
21 - Junior Nonfiction	8880	11.3	505	5.7
22 - Large Print	1767	2.2	92	5.2
23 - Magazine	3628	4.6	4	0.1
25 - Mystery	5845	7.4	359	6.1
27 - Newspaper	6	0	0	0
30 - Oversize	19	0	0	0
34 - Picture Book	5847	7.4	856	14.6
35 - Prof Collection	317	0.4	27	8.5
36 - Reader	2024	2.6	393	19.4
37 - Reference	505	0.6	0	0
39 - Science Fiction	1307	1.7	44	3.4
42 - Western	722	0.9	27	3.7
44 - Young Adult Audiobook	288	0.4	3	1
45 - Young Adult DVD	437	0.6	48	11
46 - Young Adult Fiction	3116	4	198	6.4
47 - Young Adult Graphic Novel	1466	1.9	215	14.7
48 - Young Adult Nonfiction	923	1.2	42	4.6
49 - Young Adult Reference	0	0	0	0
50 - OTAP	366	0.5	20	5.5
51 - Off Site	1	0	0	0
52 - DESD	0	0	0	0
<b>Total</b>	<b>78803</b>		<b>5886</b>	<b>7.5</b>

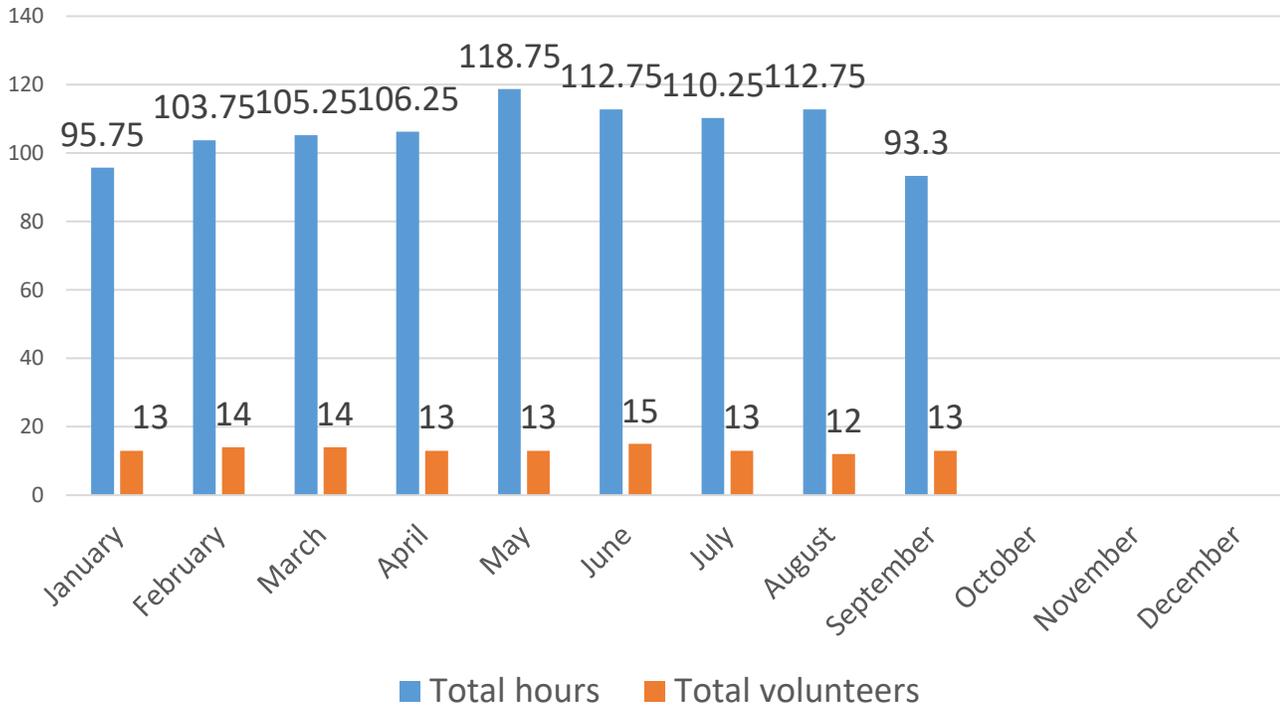


Total value added to collection  
September 2023 - \$8899.45

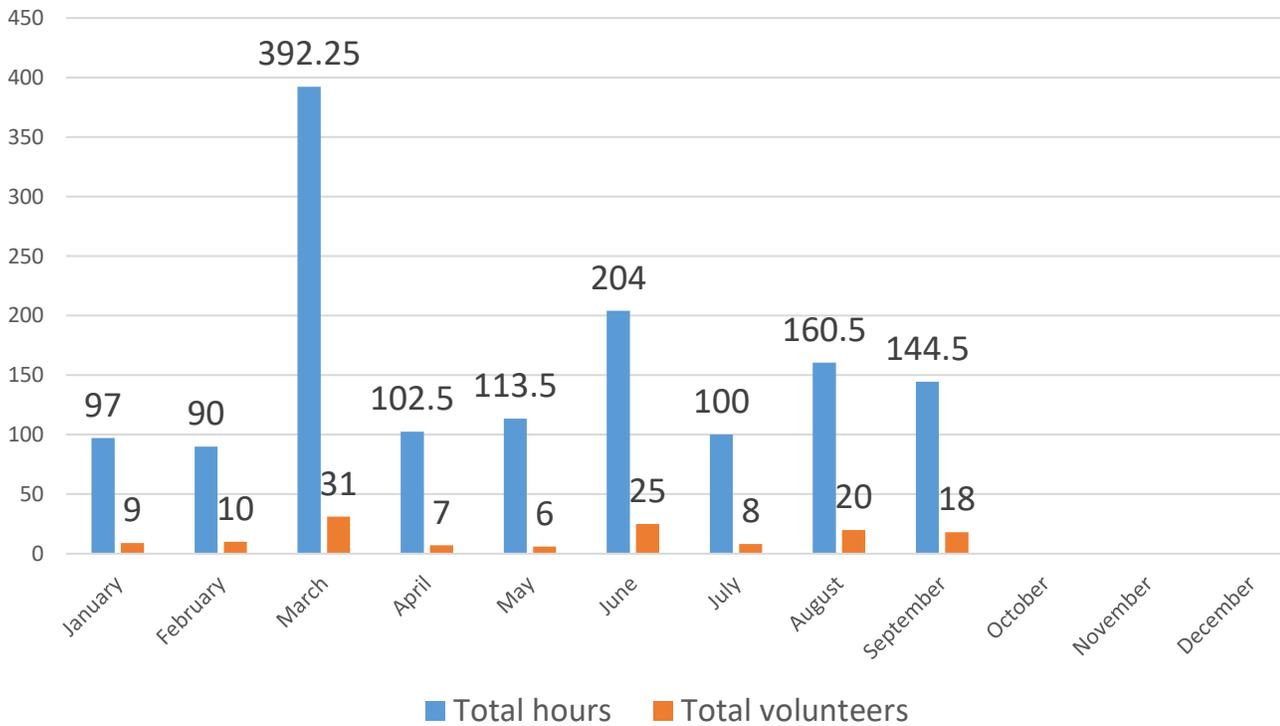


Library Card Sponsorship Program  
Number of cards issued FY 2023-2024 – 15

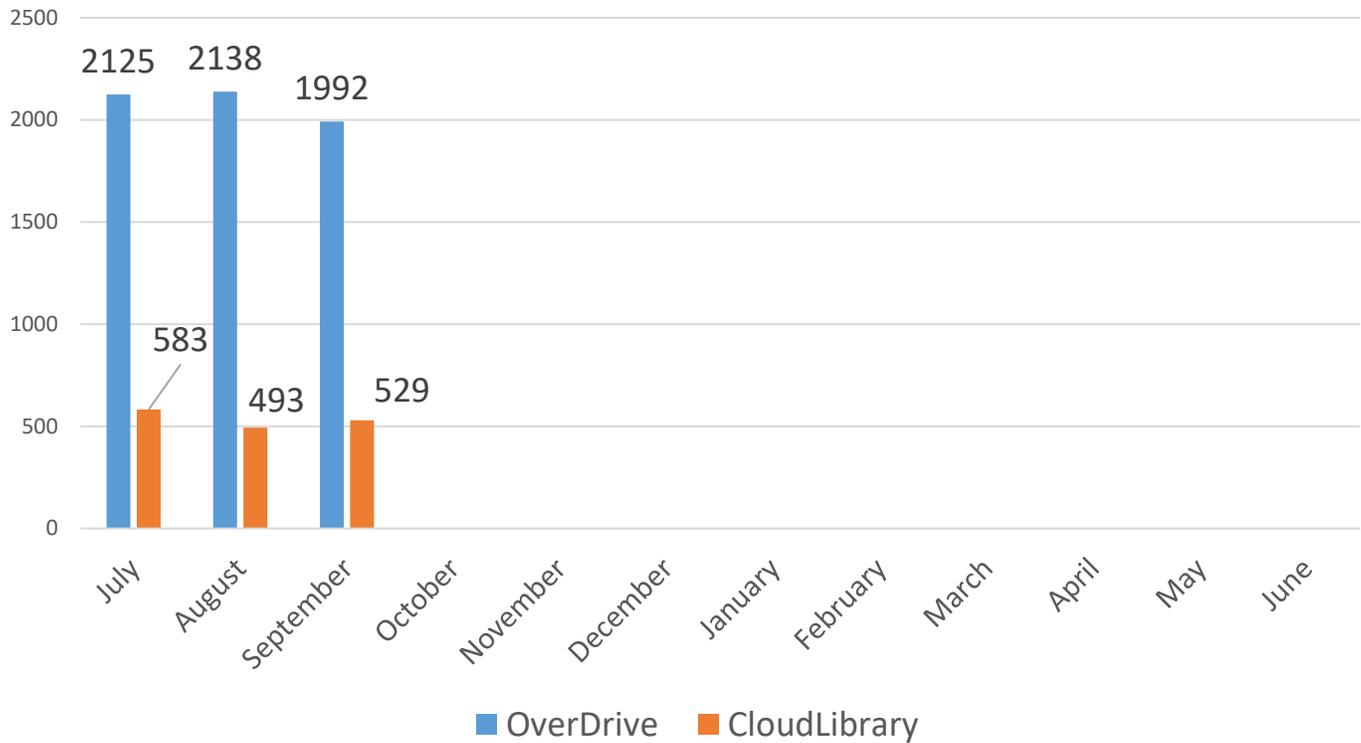
## Volunteer Contribution - Library



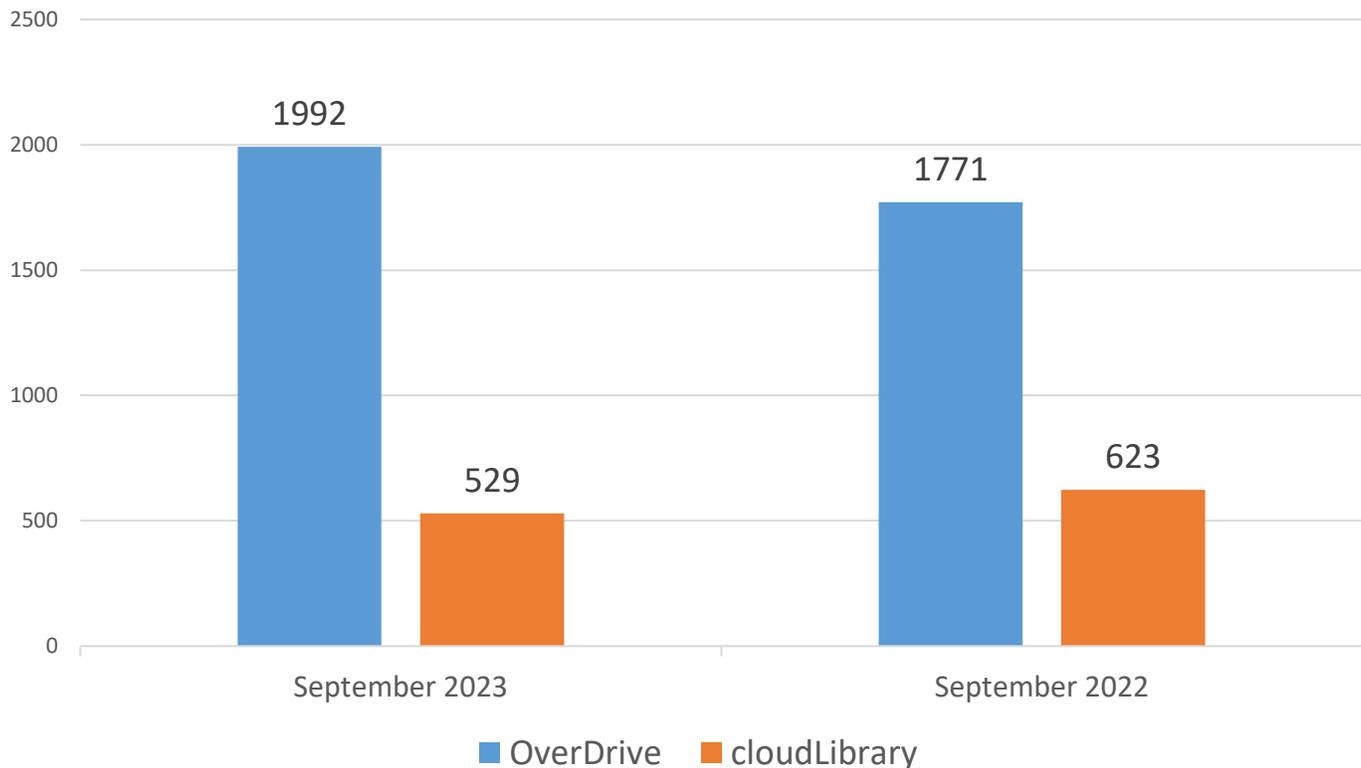
## Volunteer Contribution - Friends of the Library



## FY 2023-2024 OverDrive & cloudLibrary Circulation



## Ebooks Monthly Comparison



<b>Live Adult Programs</b>					
<b>Date</b>		<b>Attendance</b>	<b>Onsite</b>	<b>Offsite</b>	<b>Virtual (Facebook Live or Zoom)</b>
9/6/2023	Ram Papish with Audubon Society	18			x
9/12/2023	Online Book Group	5			x
9/21/2023	Silent Book Group	2	x		
	<b>TOTAL</b>	<b>25</b>			