



ROSEBURG LIBRARY COMMISSION AGENDA
Tuesday, March 19, 2024

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: Mandy Elder Francesca Guyer Vacant
 Shirley Lindell Juliet Rutter Marcy Tassano

III. APPROVAL OF MINUTES

A. January 16, 2024

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 the day of the meeting**. 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: April 16, 2024

VI. INFORMATIONAL

- A. Annual Report Comparison
- B. Monthly Statistics
- C. Programming
- D. Library Use Assessment Update
- E. Grants Update
- F. Budget Update

VII. ADJOURNMENT

**CITY OF ROSEBURG
LIBRARY COMMISSION MEETING MINUTES
January 16, 2024**

1. CALL TO ORDER

Commissioner Elder called the regular meeting of the Roseburg Library Commission to order at 4:01 p.m. on January 16, 2024, 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 Commissioners Mandy Elder, Francesca Guyer, Shirley Lindell, Juliet Rutter, Marcy Tassano, and Andrea Zielinski (4:03 p.m.)

Absent None

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. APPROVAL OF MINUTES

Commissioner Guyer moved to approve the December 19, 2023, minutes. The motion was seconded by Commissioner Tassano and approved with the following vote: Commissioners Elder, Guyer, Lindell, Rutter, Tassano, and Zielinski voted yes. No Commissioners voted no.

4. BUSINESS FROM THE COMMISSION

Commissioner Tassano reported on the Friends of the Library quarterly donation to the library of \$6100.

Director Wiley stated that the money supports programs such as Anime Your Way and grab-and-go craft kits.

5. NEXT MEETING DATE

Tuesday, February 20, 2024, at 4:00 p.m. This will be a hybrid meeting.

6. INFORMATIONAL

A. Library Use Assessment Survey

Director Wiley and AmeriCorps member Sala shared a draft of the Library Use Assessment Survey. This will be distributed throughout the community in a variety of formats, including the library's website, electronic newsletter, paper, and social media.

The survey is one part of the assessment Sala is compiling. He also will conduct at least one focus group, poll library patrons, and conduct one-on-one interviews. The goal is to present findings at the June Library Commission meeting.

Commissioner comments and questions included clarification of the information being asked about in the surveys, how the survey will reach people, where outreach will take place this year, and whether outreach is planned at the DHS first Thursday events.

Director Wiley clarified the survey will ask questions about what the Library is doing well, areas of improvement, what patrons would like to see added, and why people do or do not use the library; outreach was mostly done by mail when the last survey was conducted in 2019; outreach at community events will be added this year; and doing outreach at the DHS first Thursday events was a good idea.

B. Monthly Statistics

Director Wiley reported the monthly statistics were included in the packet. Physical materials checkouts and door count in December were similar to the previous year; December historically is one of the slower months in public libraries because of the holidays. Also note the library was closed two extra days for carpet cleaning.

Digital checkouts remained steady and accounted for 31.4 percent of all circulation.

The number of new cards issued significantly increased in December over November, from 103 to 144. This month, we're on target to issue about 150 new cards.

Commissioner comments and questions included whether any outreach had been done to increase patron participation.

Director Wiley and Youth Services Librarian Ropp clarified that no special outreach was done but they had two (2) preschool classes visit this month.

C. Programming

AmeriCorps member Sala reported that the library, in collaboration with the City of Roseburg Parks and Recreation, organized a puzzle-building competition called Puzzle Palooza on January 11. The event was successful and garnered a packed crowd of friends and family. We plan to partner with Parks and Rec for this type of program again.

Maker Space will be open on Friday, January 19, from 12 p.m. to 2 p.m. The program will include a 3D printer, button maker, sewing machine, and more. We will be taking suggestions on what to purchase for the program's future.

Tech Time will replace the adult basic tech classes with drop-in one-on-one tech support on the first Thursday and Friday of every month. Thursday, we will have Spanish interpretation available.

The library has booked speakers monthly through May. We will not have adult speakers for summer as we focus on youth programming in June, July, and

August. We will have a speaker in September, and we plan on bringing more through October, November, and December.

Our next adult presentation is the Charro program and demonstration on February 1. This coincides with the exhibit on display in the library.

In partnership with the Audubon Society, the library will host a virtual presentation on "Land-Sea Conservation Issues and Strategies" with Paul Engelmeyer on February 7.

On March 21, Larry Broeker, a retired geologist at the Umpqua National Forest, will present on the geography and geobotany of Mt. Eddy. The library has previously hosted him for presentations on Crater Lake and the North Umpqua, which garnered large crowds.

Joel Goodwillie from the Southern Oregon Wine Institute at Umpqua Community College will visit April 11. He has vast experience in the industry and relationships with the Umpqua Valley Winegrowers and teaches winemaking at the college. The talk will center on winemaking, viticulture, and the history of winemaking in the Umpqua Valley.

Dr. David Lewis, Assistant Professor of Anthropology & Indigenous Studies at Oregon State University, will visit on May 2. Dr. Lewis has published a book that combined years of researching historical documents and collecting oral stories, highlighting Native perspectives about the history of the Willamette Valley as they experienced it.

Eileen Garvin, renowned Oregon author and national bestseller for her first novel, "The Music of Bees," will share a virtual talk about her upcoming book, "Crow Talk," on September 19. The book is a story of hope, healing, and unexpected friendship set amidst the wild natural beauty of the Pacific Northwest.

Commissioner comments and questions included clarification of the requirements for participation in Maker Space.

AmeriCorps member Sala clarified there are different policies for different equipment and they hope to be getting more machines.

D. Winter Reading Program

Director Wiley reported that the Winter Reading Program was a success, and she thanked the Friends of the Roseburg Public Library for sponsoring the program; she also thanked Karen and Jon Wittwer and the Seeley family for donating prizes.

Youth participation: 82 youth submitted a log, and 295 book reviews were submitted; last year there were 63 logs and 269 book reviews. Adults: 25 adults read 182 books; last year, 26 adults read 185 books. New this year, we encouraged adults to contribute book reviews, and 22 people submitted 48 reviews.

Commissioner comments and questions included clarification that the Library is actively planning summer programming.

Youth Services Librarian clarified the theme for the Summer Reading Program is Read / Renew / Repeat with a focus on conservation. Artist Carlos Nieto from the

Anime Your Way program will be here, Museum of Cultural Natural History will present Under the Sea, Talia Brodsky will talk about trees in the park, and there will be a play about a gecko.

E. Grants Update

Director Wiley reported that AmeriCorps member Sala submitted the final report for the basic computer classes grant. Director Wiley submitted the final report for the Douglas County Cultural Coalition (DCCC) 2023 grant, and Librarian Ropp is finalizing their application for 2024 DCCC funding. Director Wiley reported the library will submit a grant application to the C. Giles Hunt Charitable Trust in February to help fund collection materials and Summer Reading Program giveaway books.

Commissioner comments and questions included appreciation for Director Wiley and staff's hard work and current Library Commission vacancies.

Director Wiley expressed appreciation for the support and help during the Library's anniversary event, the Commissioner vacancy currently is being advertised, and Library Commissioners must live within the Urban Growth Boundary.

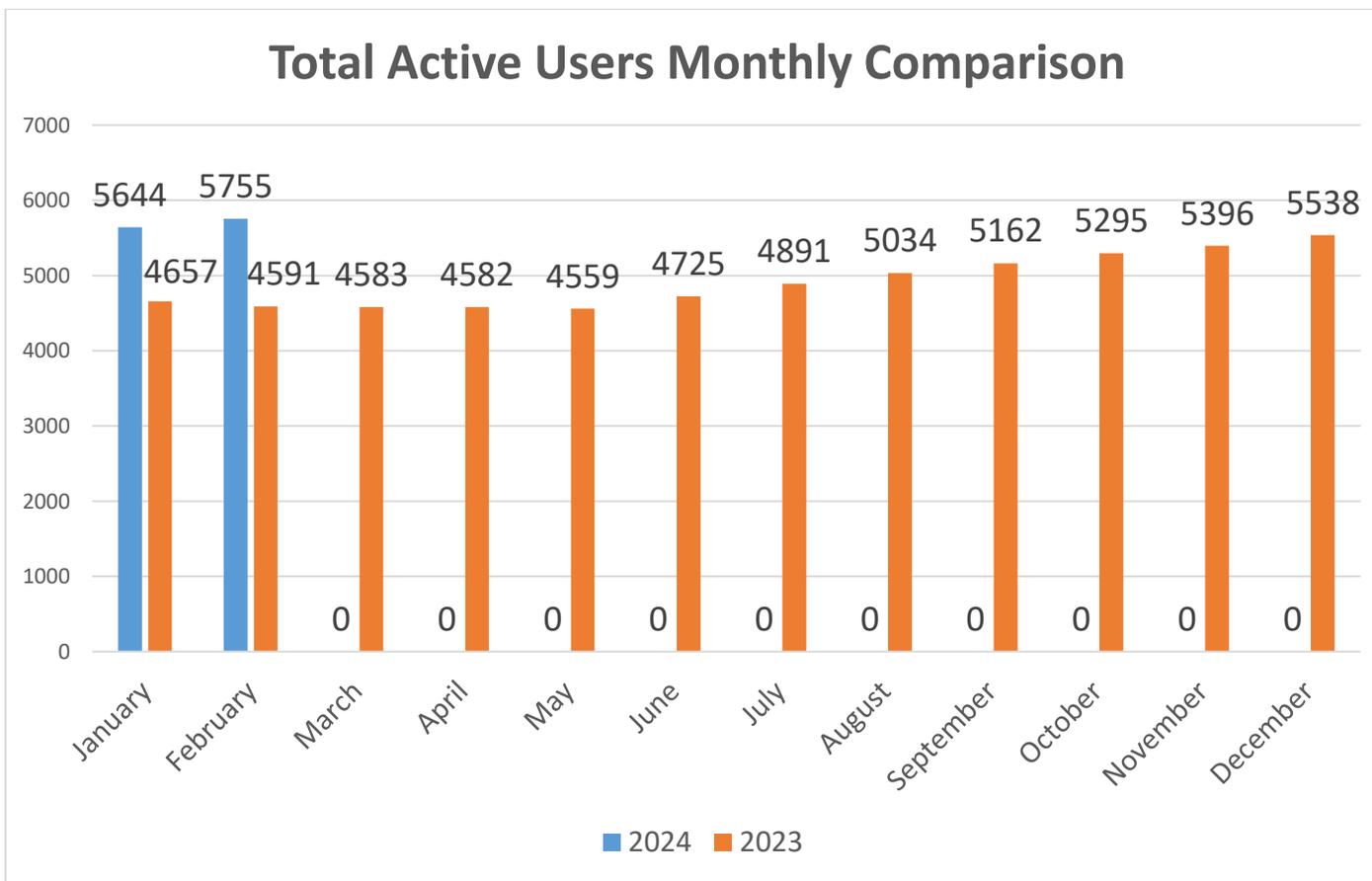
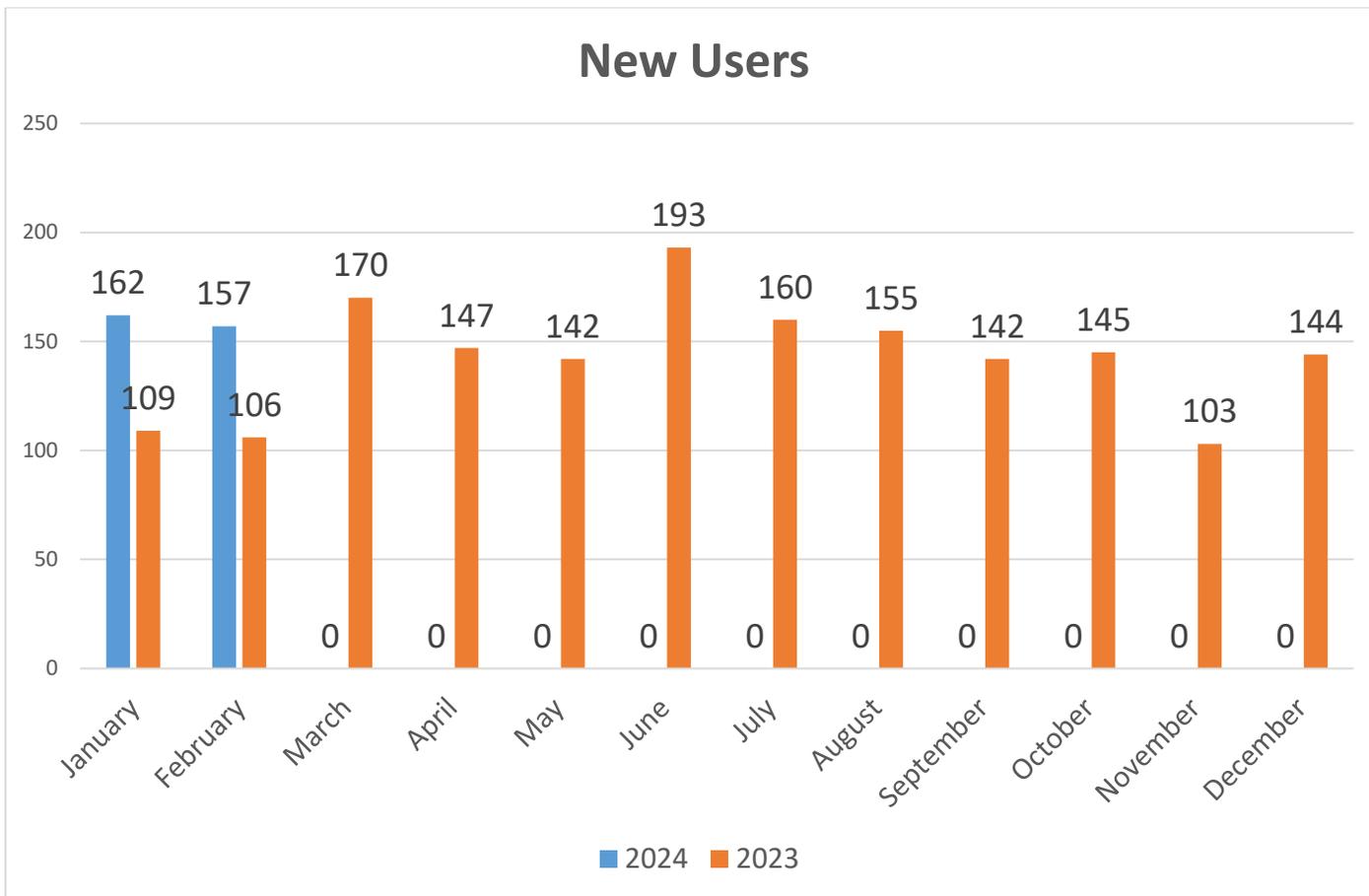
7. ADJOURNMENT

The Roseburg Library Commission meeting adjourned at 4:25 p.m.

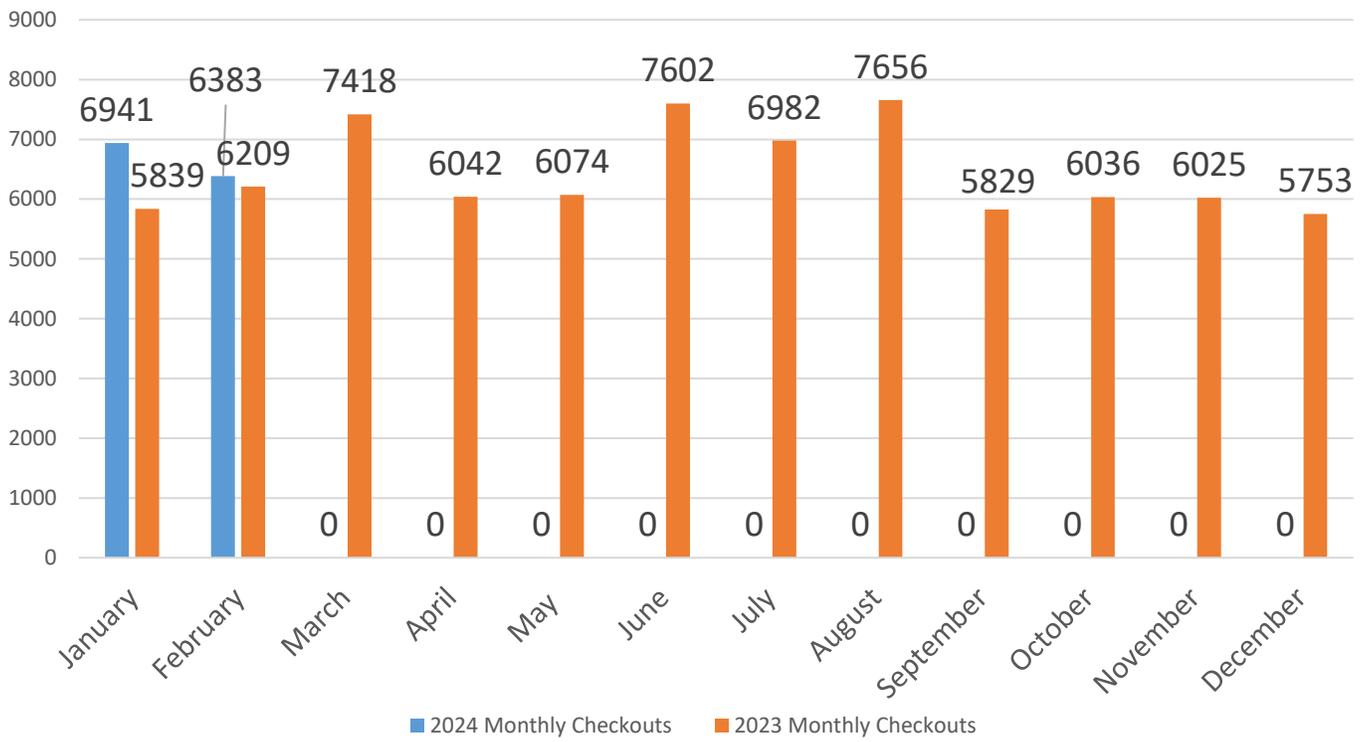
Respectfully submitted,

Grace Jelks

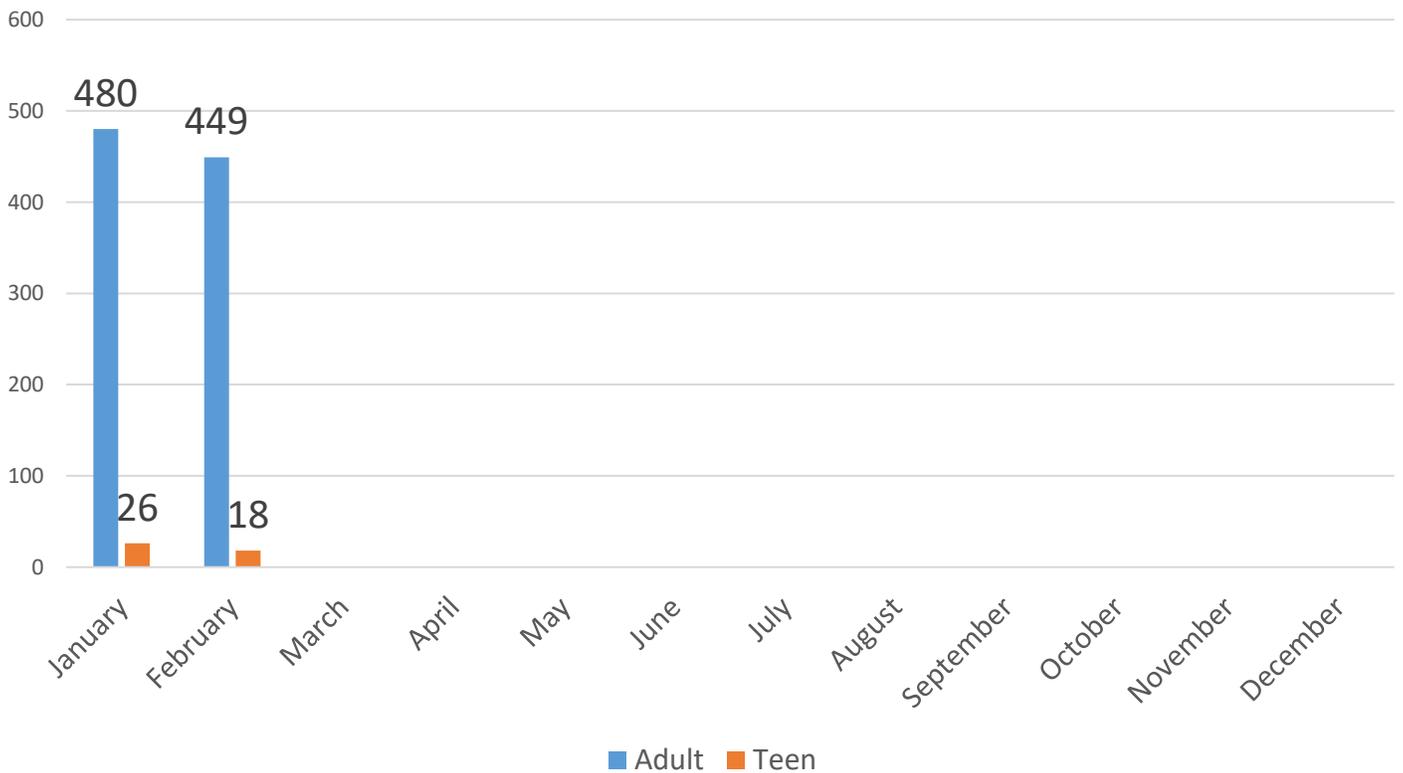
Grace Jelks, Management Staff Assistant



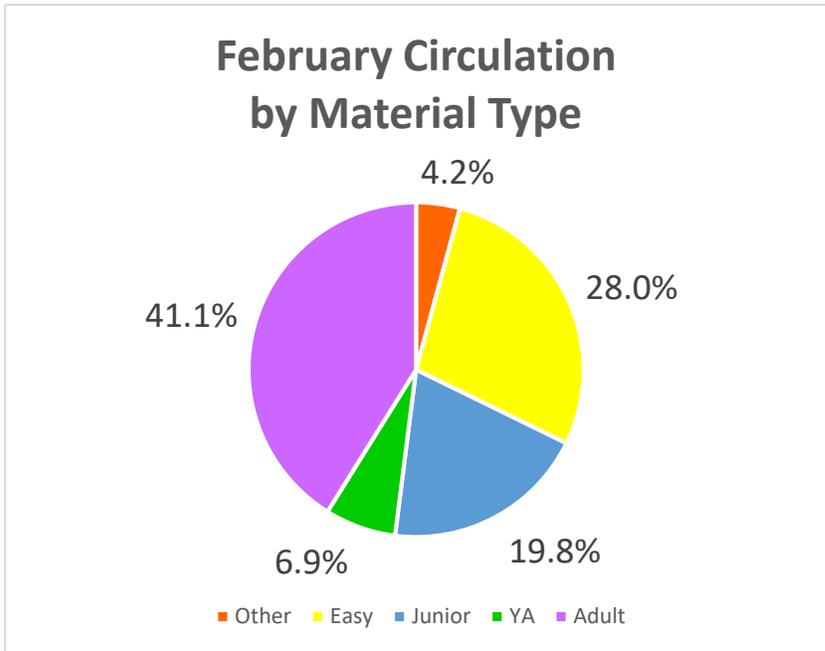
Physical Materials Checkouts



Public Computer Use



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	4.2%	28.0%	19.8%	6.9%	41.1%
2 - Adult Audiobook	161	270	1789	1261	438	2625
3 - Adult DVDs	281					
4 - Adult Fiction	959					
5 - Adult Graphic Novel	24					
6 - Adult Nonfiction	543					
7 - Board Book	203					
8 - Children's CD Book	20					
9 - Children's Audiobook	40					
10 - Children's DVD	141					
11 - Children's Graphic Novel	0					
12 - Children's Reference	1					
14 - Equipment	4					
16 - Fantasy	19					
17 - Other Language F/NF	25					
19 - Junior Fiction	452					
20 - Junior Graphic Novel	221					
21 - Junior Nonfiction	407					
22 - Large Print	124					
23 - Magazine	24					
25 - Mystery	557					
30 - Oversize	0					
34 - Picture Book	1108					
35 - Prof Collection	47					
36 - Reader	410					
37 - Reference	0					
39 - Science Fiction	60					
42 - Western	21					
44 - Young Adult Audiobook	2					
45 - Young Adult DVD	70					
46 - Young Adult Fiction	123					
47 - Young Adult Graphic Novel	219					
48 - Young Adult Nonfiction	24					
OTAP	4					
Off Site	0					
None/On-the-fly	89					
TOTAL	6383					



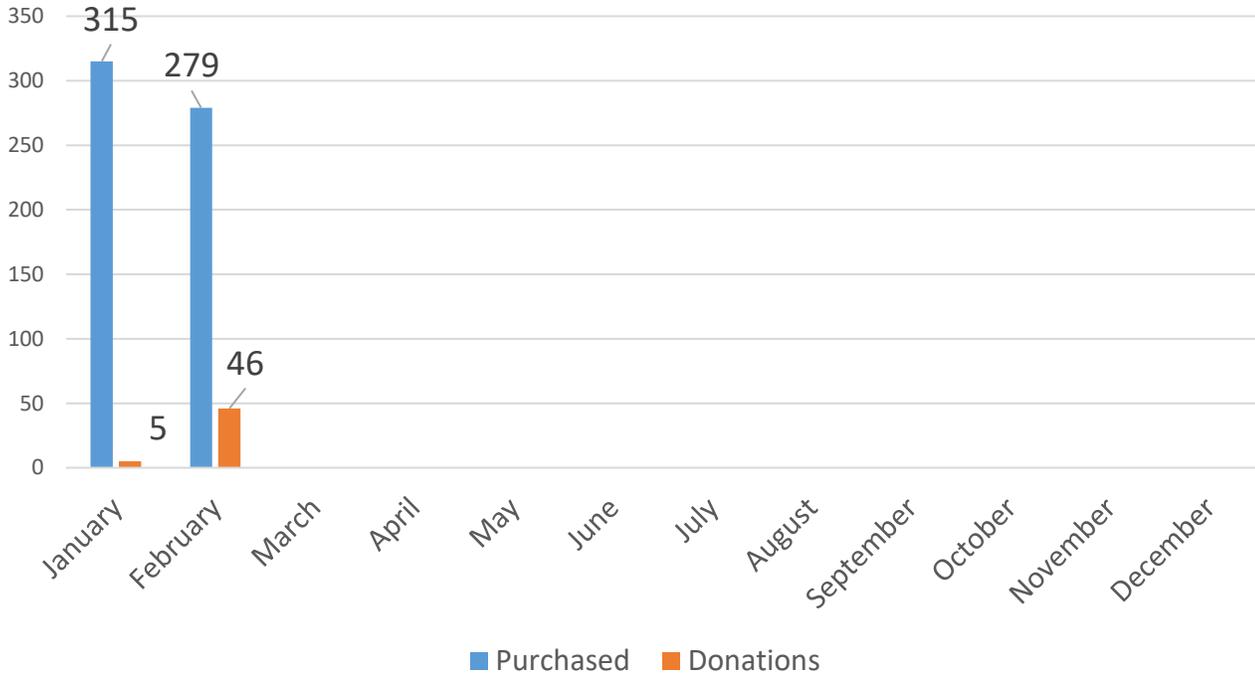
NEW Items Snapshot - March 5, 2024

Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	3999	921	23.03%
Picture Books	558	165	29.57%
Adult Fiction	630	212	33.65%
Junior Fiction	387	40	10.34%
YA Fiction	276	23	8.33%

Circulation Snapshot - March 5,
2024

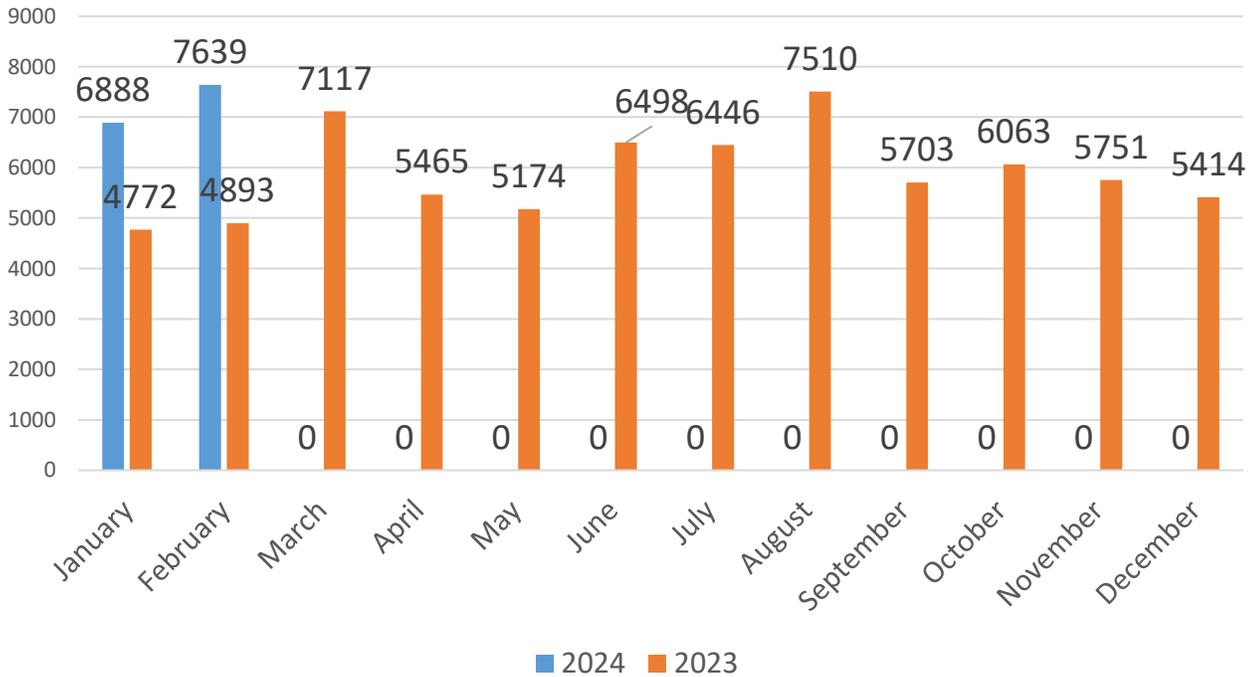
Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	0	0	0	0
2 - Adult Audiobook	1669	2.1	118	7.1
3 - Adult DVDs	1796	2.3	116	6.5
4 - Adult Fiction	13661	17.1	845	6.2
5 - Adult Graphic Novel	371	0.5	27	7.3
6 - Adult Nonfiction	13806	17.3	693	5
7 - Board Book	675	0.8	219	32.4
8 - Children's CD Book	110	0.1	14	12.7
9 - Children's Audiobook	682	0.9	35	5.1
10 - Children's DVD	864	1.1	103	11.9
11 - Children's Graphic Novel	2	0	1	50
12 - Children's Reference	177	0.2	1	0.6
14 - Equipment	12	0	0	0
16 - Fantasy	234	0.3	30	12.8
17 - Other Language F/NF	863	1.1	32	3.7
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5544	7	651	11.7
20 - Junior Graphic Novel	1532	1.9	274	17.9
21 - Junior Nonfiction	8967	11.2	497	5.5
22 - Large Print	1784	2.2	95	5.3
23 - Magazine	3540	4.4	31	0.9
25 - Mystery	5936	7.4	374	6.3
27 - Newspaper	7	0	0	0
30 - Oversize	19	0	0	0
34 - Picture Book	5668	7.1	1026	18.1
35 - Prof Collection	315	0.4	52	16.5
36 - Reader	2096	2.6	469	22.4
37 - Reference	506	0.6	1	0.2
39 - Science Fiction	1317	1.7	52	3.9
42 - Western	724	0.9	21	2.9
44 - Young Adult Audiobook	292	0.4	3	1
45 - Young Adult DVD	446	0.6	46	10.3
46 - Young Adult Fiction	3224	4	202	6.3
47 - Young Adult Graphic Novel	1521	1.9	211	13.9
48 - Young Adult Nonfiction	932	1.2	47	5
49 - Young Adult Reference	0	0	0	0
50 - OTAP	387	0.5	22	5.7
51 - Off Site	1	0	0	0
52 - DESD	0	0	0	0
Total	79707		6308	7.9

Items Added



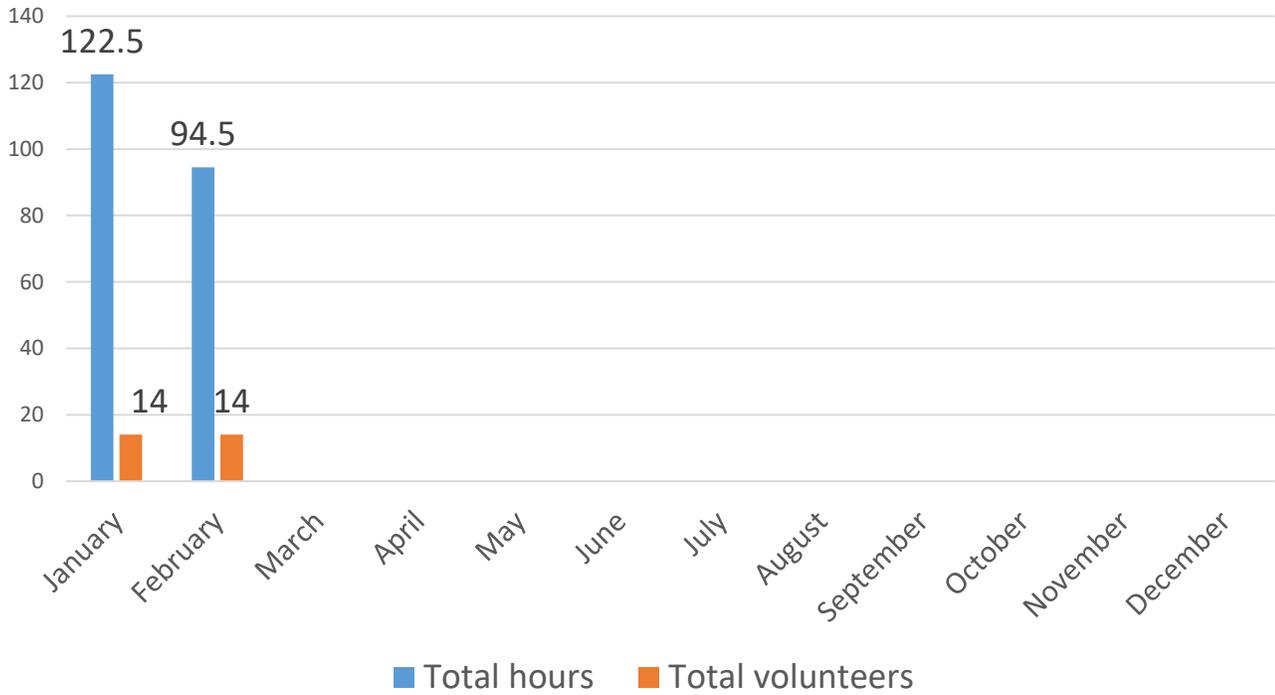
Total value added to collection
February 2024 - \$6982.81

Door Count

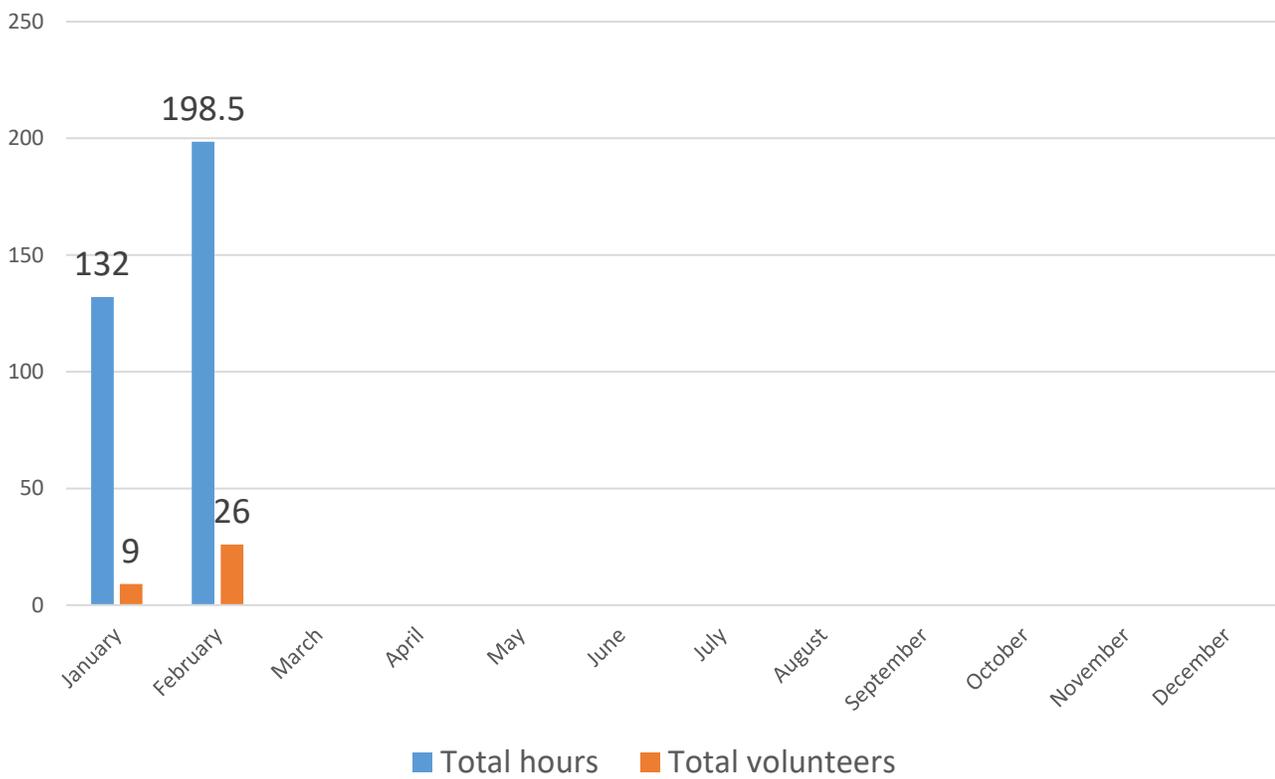


Library Card Sponsorship Program
Number of cards issued FY 2023-2024 – 15

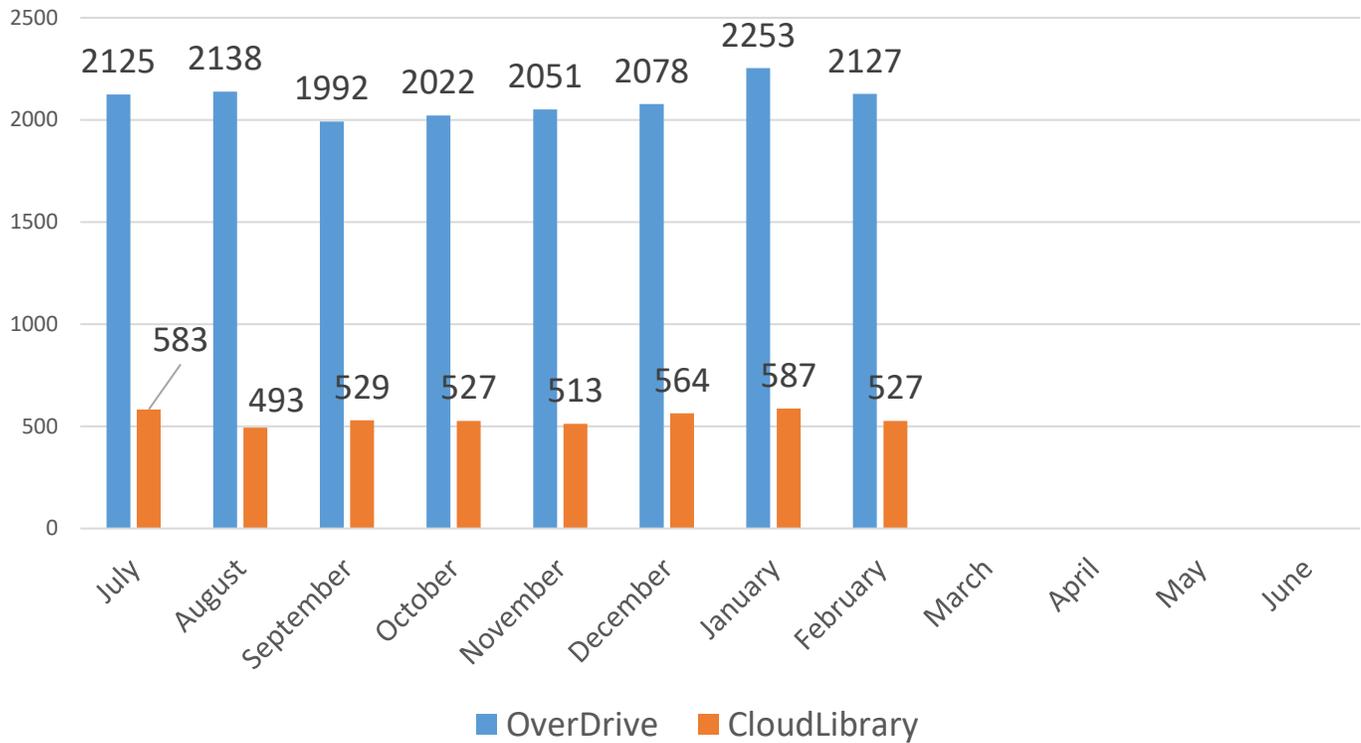
Volunteer Contribution - Library



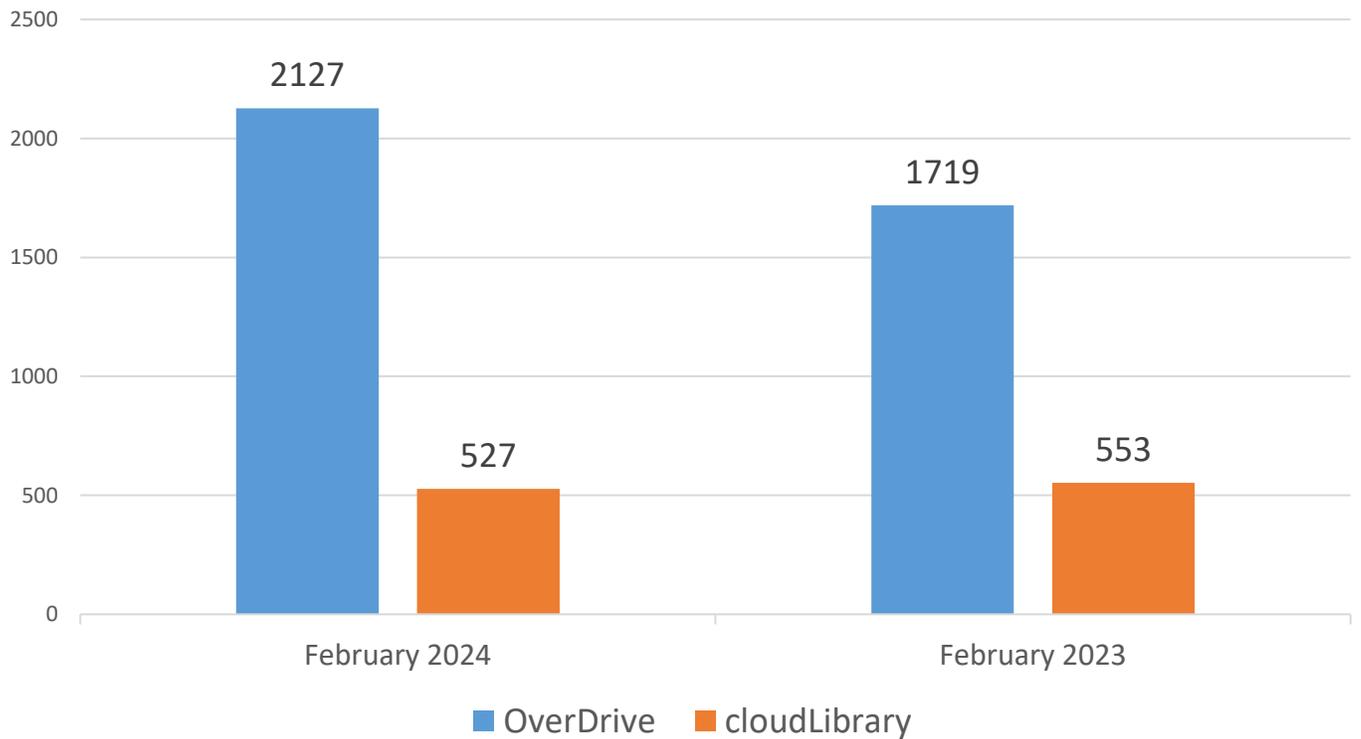
Volunteer Contribution - Friends of the Library



FY 2023-2024 OverDrive & cloudLibrary Circulation



Ebooks Monthly Comparison



Children's Programs - Live Sessions Ages 0-5					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
2/1/2024	Storytime	23	x		
2/2/2024	HeadStart Visit	32	x		
2/14/2024	storytime	42	x		
2/15/2024	Storytime	13	x		
2/21/2024	Storytime	32	x		
2/22/2024	Storytime	19	x		
2/28/2024	storytime	55	x		
2/29/2024	Storytime	22	x		
	TOTAL	238			

Children's Programs - Live Sessions Ages 6-11					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
2/7/2024	Artist Explore - Van Gogh	12	x		
2/8/2024	Legos	41	x		
2/14/2024	Spanish Club	0	x		
2/21/2024	STEM-Ozobot	7	x		
2/22/2024	crafts & Celebration of literacy	20	x		
	TOTAL	80			

Live Teen Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
2/1/2024	private High School Visit	14	x		
2/1/2024	Teen Hangout	0	x		
2/13/2024	Horizons - Buttons	16	x		
2/15/2024	Teen Volunteer time	0	x		
	TOTAL	30			

Live Adult Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
2/1/2024	Charro Event	67	x		
2/1/2024	Tech Time	2	x		
2/2/2024	Tech Time	2	x		
2/7/2024	Land-Sea Issues	14			x
2/13/2024	Online Book Group	7			x
2/29/2024	Silent Book Group	4	x		
	TOTAL	96			

All Ages Programs					
Date		Number distributed			
2/12/2024	Maker Time	5	X		
2/16/2024	Sunshine Apts	9		x	
2/29/2024	Resume Workshop	2		x	
	TOTAL	16			

Grab-and-Go Craft Kits					
Date		Number distributed			
2/6/2024	Shrinky Dink Heart Magnet	86			
2/20/2024	Negative space canvas board	90			
	TOTAL	176			