



5-15-2025

ROSEBURG LIBRARY COMMISSION AGENDA

Tuesday, May 20, 2025
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:

<u>Chair:</u>	Andrea Zielinski		
<u>Commissioners:</u>	Paige Bentley	Mandy Elder	Francesca Guyer
	Brady McNulty	Shirley Lindell	Marcy Tassano

III. APPROVAL OF MINUTES

A. April 15, 2025

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@roseburgor.gov 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: June 17, 2025

VI. INFORMATIONAL

- A. Monthly Statistics
- B. Programming
- C. Summer Reading Program
- D. Staffing Update
- E. Grants Update

VII. ADJOURNMENT

**CITY OF ROSEBURG
LIBRARY COMMISSION MEETING MINUTES
April 15, 2025**

1. CALL TO ORDER

Chair Zielinski called the regular meeting of the Roseburg Library Commission to order at 4:02 p.m. on April 15, 2025, at the Roseburg Public Library, 1409 NE Diamond Lake Blvd., Ste. 100, Roseburg, Oregon and electronically via Zoom.

2. ROLL CALL

Present Commissioners Paige Bentley, Shirley Lindell, Marcy Tassano, and Andrea Zielinski

Absent Mandy Elder, Francesca Guyer, and Brady McNulty

Attending Staff Library Director Kris Wiley, Youth Services Librarian Aurora Ropp, and Management Staff Assistant Grace Jelks

Others Present None

3. APPROVAL OF MINUTES

Commissioner Tassano moved to approve the March 18, 2025, minutes. The motion was seconded by Commissioner Lindell and approved with the following vote: Commissioners Bentley, Lindell, Tassano, and Zielinski voted yes. No Commissioners voted no. The motion passed unanimously.

4. AUDIENCE PARTICIPATION

None.

5. BUSINESS FROM THE COMMISSION

Commissioner Tassano reported that the Friends of the Library next book sale is scheduled for June 5th – 7th.

6. NEXT MEETING DATE

Tuesday, May 20, 2025, at 4:00 p.m. This will be a hybrid meeting.

7. INFORMATIONAL

A. Monthly Statistics

Director Wiley reported the library issued 186 new cards in March, the most in one month since March 2024.

Total circulation was 10,018. Digital materials accounted for 35% of circulation. Youth materials accounted for about 60% of physical circulation, which is consistent with historical use.

The library added nearly 500 items to the collection in March. Director Wiley reported she is weeding many adult fiction books that are at least four years old and have checked out two or fewer times. The library has 13,500 adult fiction books, 17.1% of the entire collection; however, only about 6% of those items are checked out at any one time.

Commissioner comments and questions included there are three boxes of children's books in the store, hoping to add more soon that will continue to be at a reduced fee or free, and statistics for new items.

Director Wiley clarified patrons appreciated an option for free books especially if they have to pay for a library card, there is a new item snapshot included in the statistics, and will add adult nonfiction to the new items statistical report.

B. Programming

Director Wiley reported the Letitia Carson exhibition is on display at the library through May 30. There has been positive feedback from community members.

In conjunction with the exhibition, the Oregon Black Pioneers will present "Oregon Black History: 450 Years in 45 Minutes" on Thursday, May 15 at 6:30 p.m.

Musicians Lisa Lynne and Aryeh Frankfurter will present "Celtic Harps, Rare Instruments, and Wondrous Stories" on Thursday, May 1 at 6:30 p.m.

The library will have a Zoom meeting to discuss the work of author Elizabeth Strout on Thursday, May 22 at 6:30 p.m. Email Director Wiley at kwiley@roseburgor.gov for the meeting link.

The library offered an adult grab-and-go craft kit of 50 ceramic flowerpots with paint, soil, and seeds on April 8.

Librarian Ropp reported this is the last week for kids spring programming, finishing up planning for the Summer Reading Program in May, Lap-sit storytime is going well and has better attendance, and staff is off for the upcoming Oregon Library Association Conference.

Commissioner comments and questions included receiving positive feedback about storytime.

Director Wiley and Librarian Ropp clarified the kids who have attended storytime have a variety of interests and there are groups of kids that are close in age for lap-sit storytime.

C. Summer Reading Program

Director Wiley reported the Summer Reading Program is June 1 through August 23. The adult program will have the same format as last summer. This was determined by a survey completed by library patrons. The library will provide prompts to guide patrons' reading. There also will be book reviews and monthly challenges.

Librarian Ropp reported there is a State Library of Oregon requirement that we continue to track and report our summer reading program data as the number of minutes read because that is proven to help with children's literacy, prizes include YMCA memberships, planning for Harry Potter Days, volunteer help is appreciated, and Wildlife Safari is scheduled to appear.

Director Wiley and Librarian Ropp clarified a library aide has added the schedule of events to the library's website, and the Summer Reading Program webpage will be updated in May.

D. Staffing Update

Director Wiley reported that after an assessment of the 2024-25 budget, the City Manager approved adding a sixth library aide to the team. The Human Resources Department is managing the recruitment process with the hope of onboarding the aide in mid-May.

E. Grants Update

Director Wiley reported the library requested and received an extension of the Spanish Language Collection Development grant from The Ford Family Foundation. The library received \$7500 from The Ford Family Foundation and committed \$2500 of the operating budget for the project.

The library has added more items for less money than anticipated. Rather than make a large purchase to fulfill the original grant requirement, staff preferred to buy fewer books over several more months in order to add the most popular, relevant items to the collection.

Since January 2024, the library has added 393 Spanish language books to the collection, and they have circulated 203 times.

The library received a \$10,000 Libraries Transforming Communities: Accessible Small and Rural Communities grant from the American Library Association. The library will focus on delivering services to adults with developmental and physical disabilities between May 1, 2025, and April 30, 2026.

F. Volunteer Recognition

Director Wiley and Chair Zielinski took a moment to recognize and share appreciation for those who have volunteered their time for the library.

G. Library Closed

The library will be closed on Wednesday, April 23, 2025, for an all-staff training session and we will reopen on Thursday, April 24, 2025, at 10:00 a.m.

H. Dolly Parton Imagination Library Update

The Oregon legislature is considering whether to continue funding for the Dolly Parton Imagination Library and is now opening up the discussion for public testimony, which Director Wiley will submit electronically in the next couple of days.

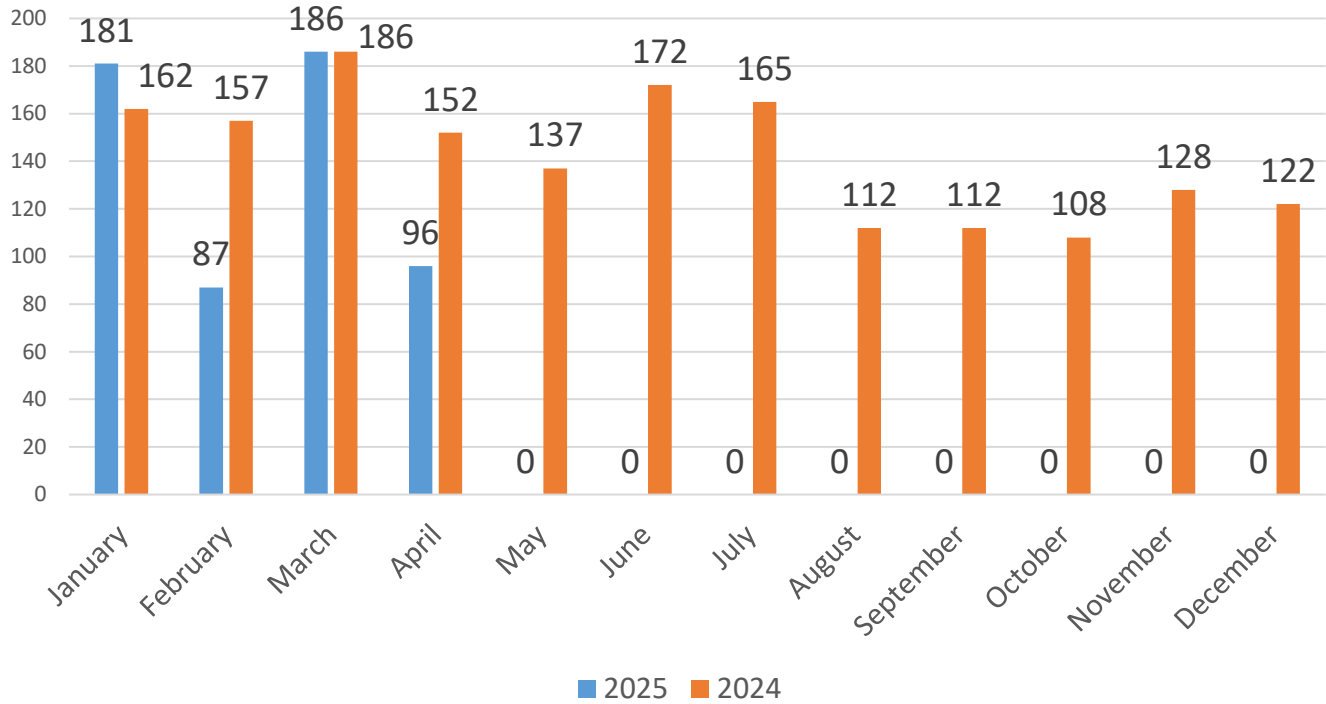
Commissioner comments and questions included whether this process has to be completed annually.

Wiley clarified the process is every two years, very encouraged by the feedback she has received, and the last survey showed that 28% of participants indicated that books from the Dolly Parton Imagination Library were the only books in their children's homes.

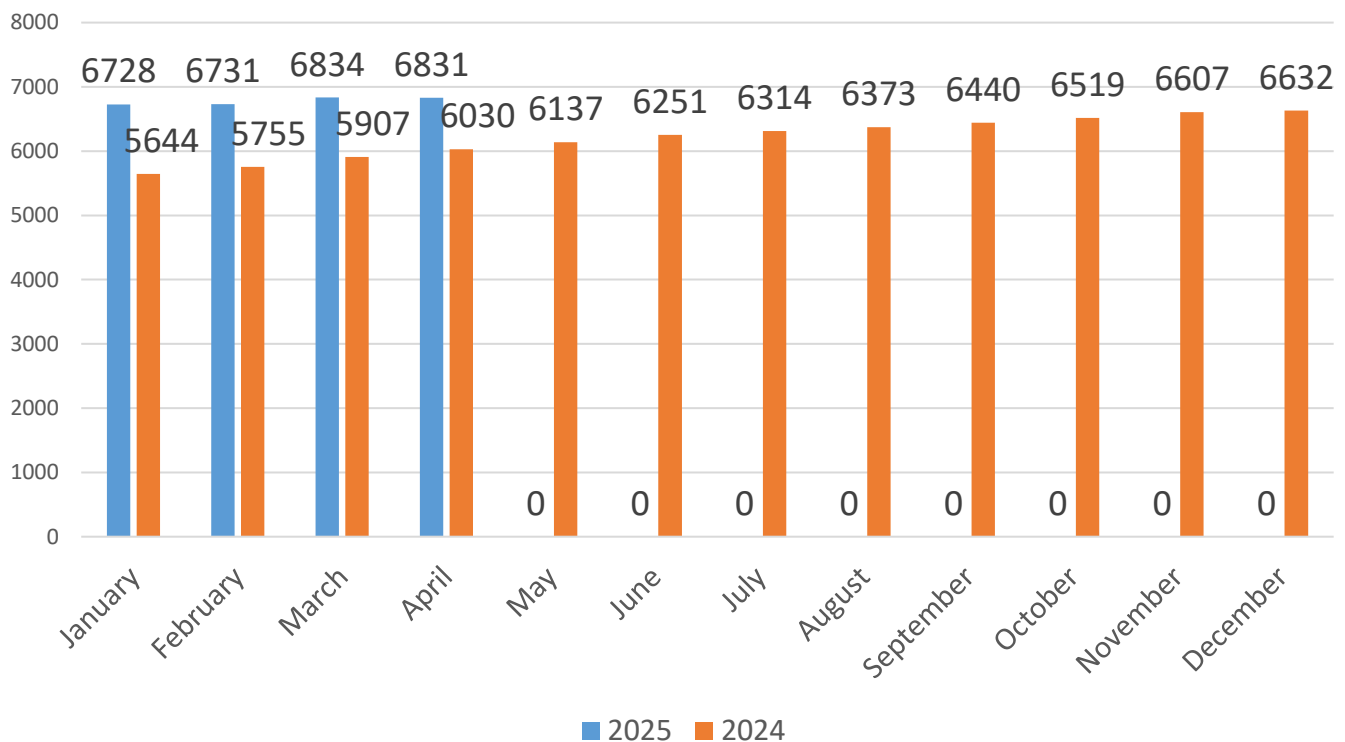
8. ADJOURNMENT

The Roseburg Library Commission meeting adjourned at 4:26 p.m.

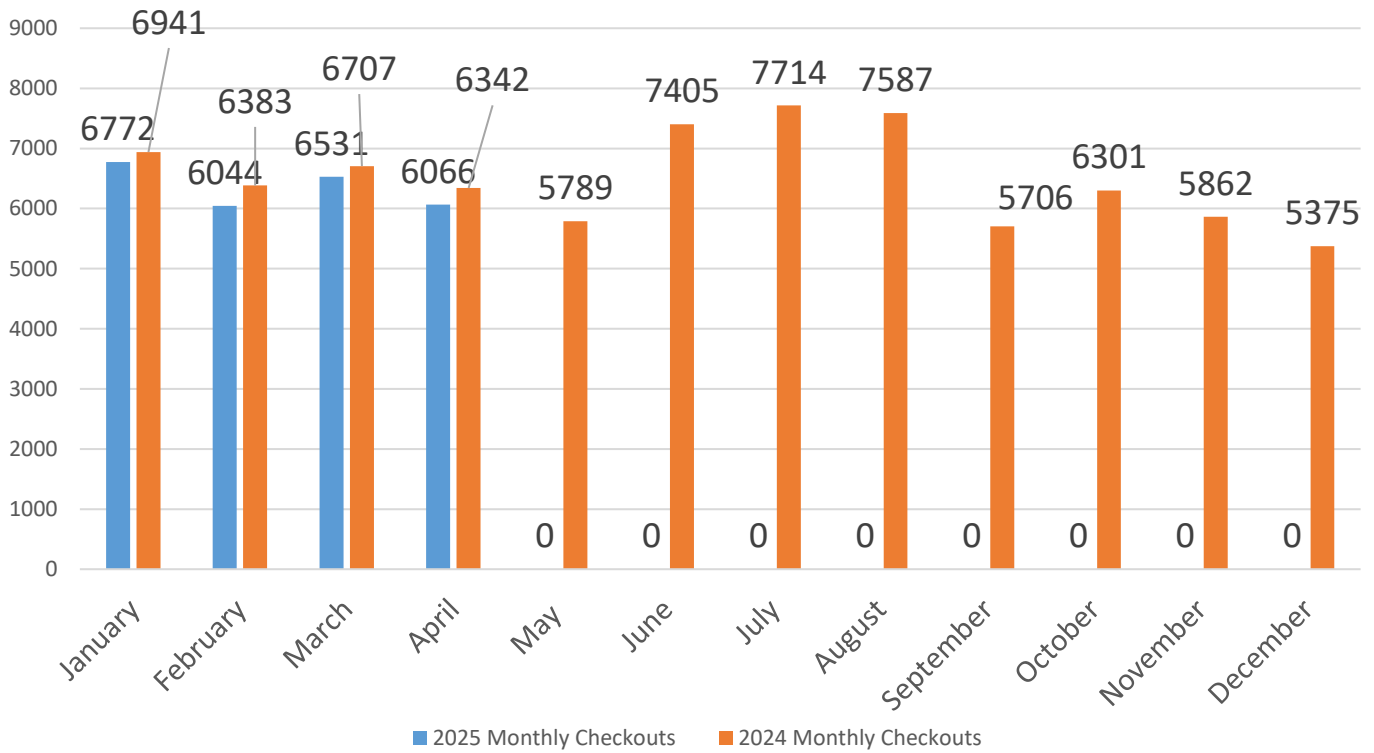
New Users



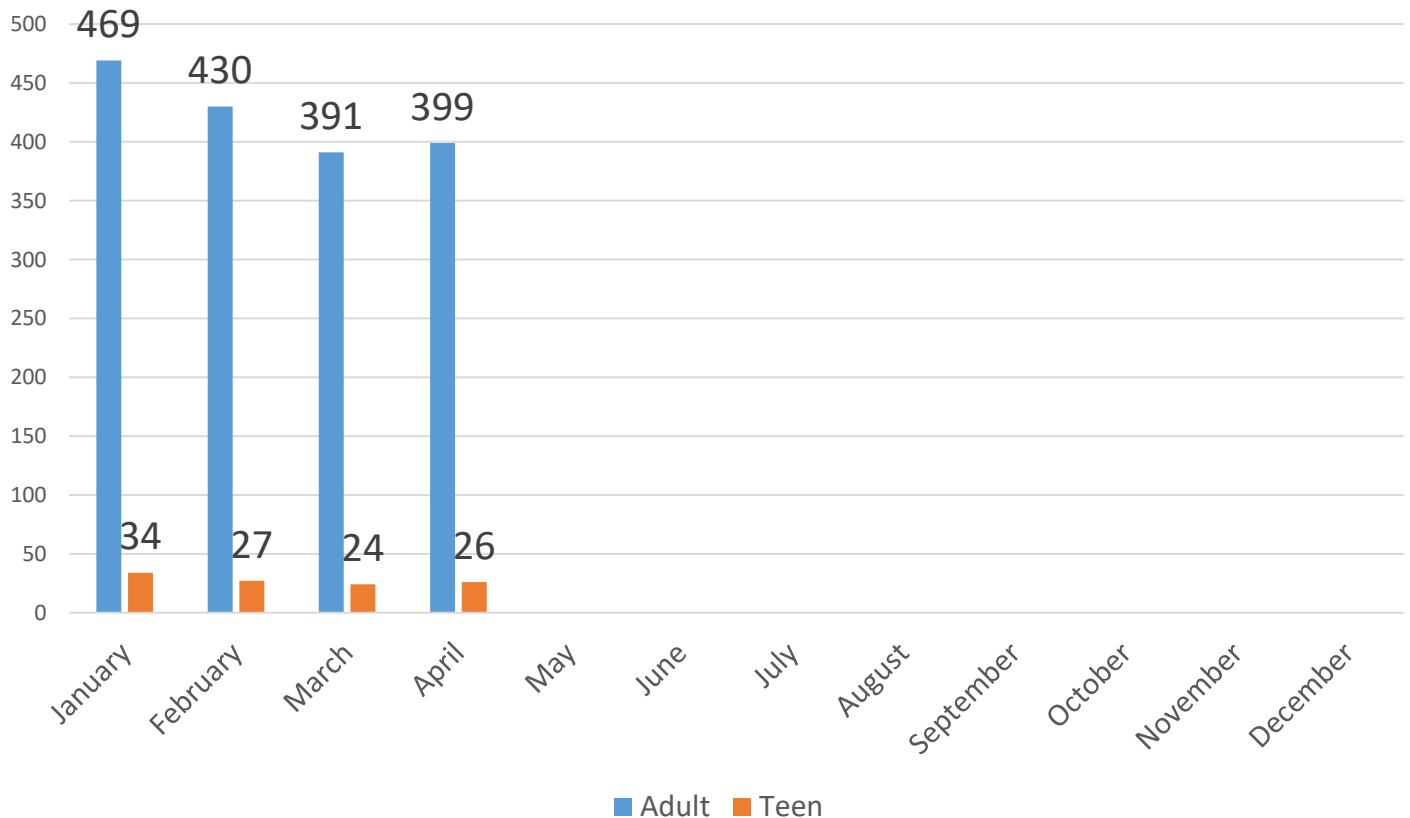
Total Active Users Monthly Comparison



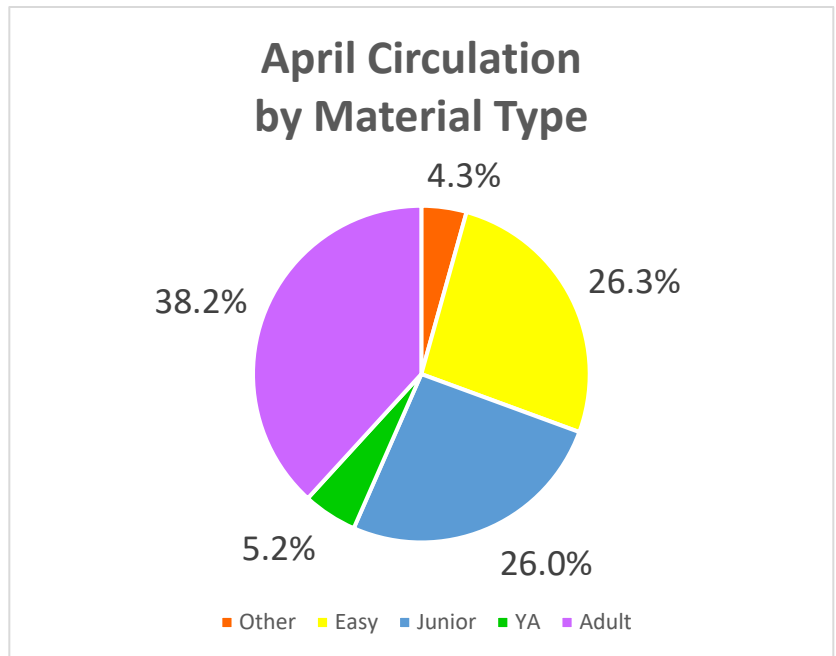
Physical Materials Checkouts



Public Computer Use



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	4.3%	26.3%	26.0%	5.2%	38.2%
2 - Adult Audiobook	120	263	1593	1576	316	2318
3 - Adult DVDs	255					
4 - Adult Fiction	914					
5 - Adult Graphic Novel	12					
6 - Adult Nonfiction	474					
7 - Board Book	194					
8 - Children's CD Book	7					
9 - Children's Audiobook	26					
10 - Children's DVD	132					
11 - Children's Graphic Novel	2					
12 - Children's Reference	1					
14 - Equipment	1					
16 - Fantasy	20					
17 - Other Language F/NF	26					
19 - Junior Fiction	557					
20 - Junior Graphic Novel	388					
21 - Junior Nonfiction	473					
22 - Large Print	128					
23 - Magazine	12					
25 - Mystery	452					
30 - Oversize	0					
34 - Picture Book	946					
35 - Prof Collection	56					
36 - Reader	387					
37 - Reference	0					
39 - Science Fiction	46					
42 - Western	25					
44 - Young Adult Audiobook	1					
45 - Young Adult DVD	41					
46 - Young Adult Fiction	121					
47 - Young Adult Graphic Novel	125					
48 - Young Adult Nonfiction	28					
OTAP	0					
Off Site	0					
None/On-the-fly	96					
TOTAL	6066					

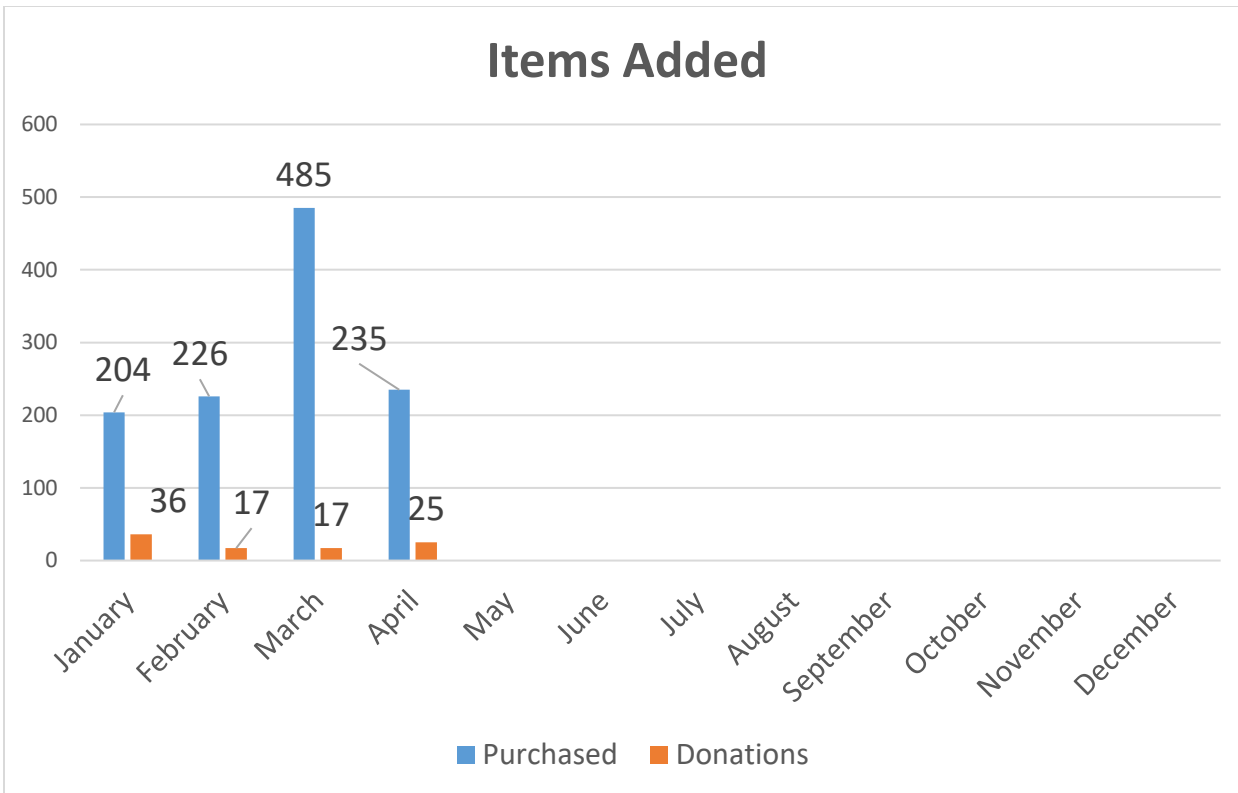


NEW Items Snapshot - May 2, 2025

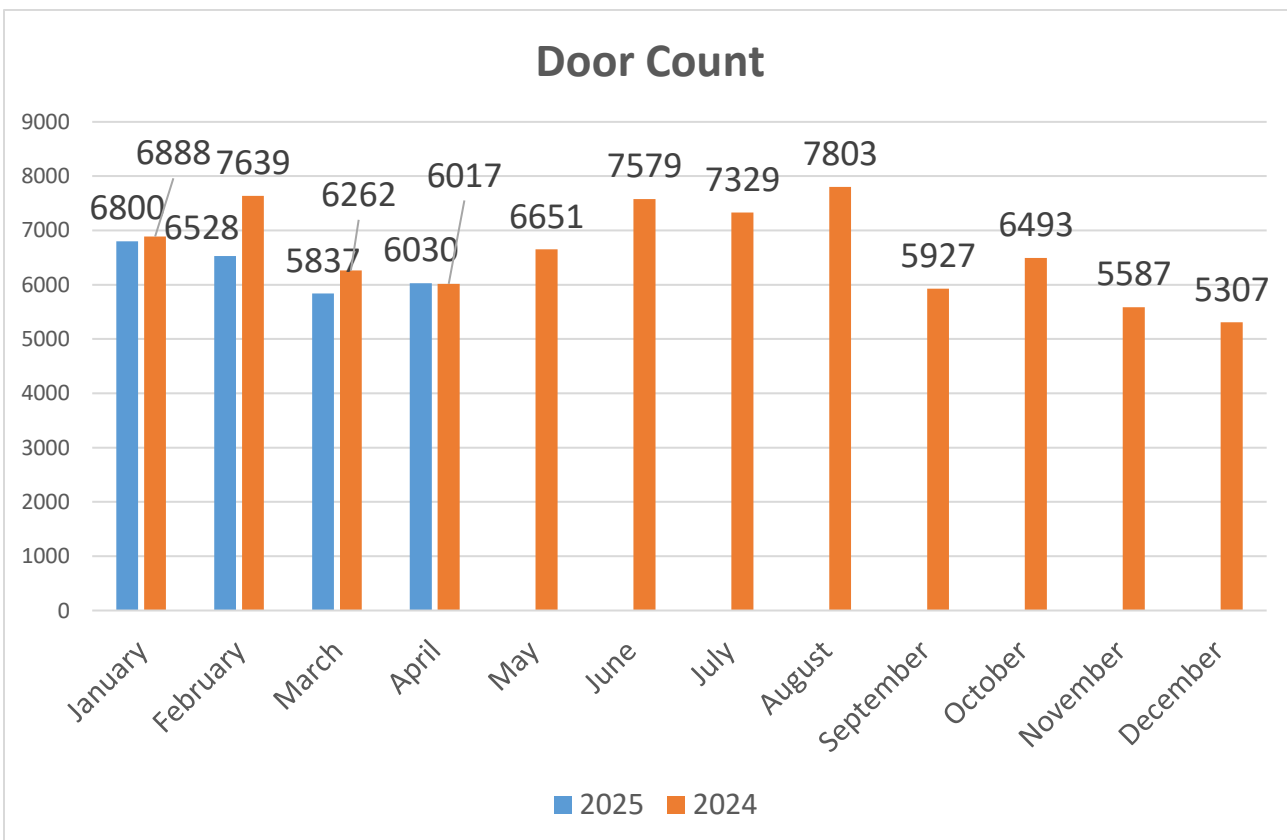
Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	4291	899	20.95%
Picture Books	763	155	20.31%
Adult Fiction	689	247	35.85%
Adult Nonfiction	454	109	24.01%
Junior Fiction	440	46	10.45%
YA Fiction	242	12	4.96%

Circulation Snapshot - May 2, 2025

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	56	0.1	0	0
2 - Adult Audiobook	1686	2.1	125	7.4
3 - Adult DVDs	1841	2.3	121	6.6
4 - Adult Fiction	13370	16.8	802	6
5 - Adult Graphic Novel	375	0.5	9	2.4
6 - Adult Nonfiction	13710	17.2	621	4.5
7 - Board Book	700	0.9	176	25.1
8 - Children's CD Book	105	0.1	11	10.5
9 - Children's Audiobook	680	0.9	42	6.2
10 - Children's DVD	876	1.1	105	12
11 - Children's Graphic Novel	5	0	3	60
12 - Children's Reference	177	0.2	0	0
14 - Equipment	12	0	2	16.7
16 - Fantasy	263	0.3	32	12.2
17 - Other Language F/NF	1251	1.6	38	3
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5949	7.5	754	12.7
20 - Junior Graphic Novel	1763	2.2	362	20.5
21 - Junior Nonfiction	6574	8.3	594	9
22 - Large Print	1555	2	125	8
23 - Magazine	3728	4.7	13	0.3
25 - Mystery	6175	7.8	335	5.4
27 - Newspaper	7	0	0	0
30 - Oversize	19	0	0	0
34 - Picture Book	6421	8.1	903	14.1
35 - Prof Collection	312	0.4	50	16
36 - Reader	2202	2.8	413	18.8
37 - Reference	518	0.7	1	0.2
39 - Science Fiction	1319	1.7	66	5
42 - Western	786	1	32	4.1
44 - Young Adult Audiobook	292	0.4	3	1
45 - Young Adult DVD	442	0.6	40	9
46 - Young Adult Fiction	3405	4.3	212	6.2
47 - Young Adult Graphic Novel	1657	2.1	204	12.3
48 - Young Adult Nonfiction	946	1.2	42	4.4
49 - Young Adult Reference	0	0	0	0
50 - OTAP	442	0.6	19	4.3
51 - Off Site	1	0	0	0
52 - DESD	0	0	0	0
Total	79647		6255	7.9

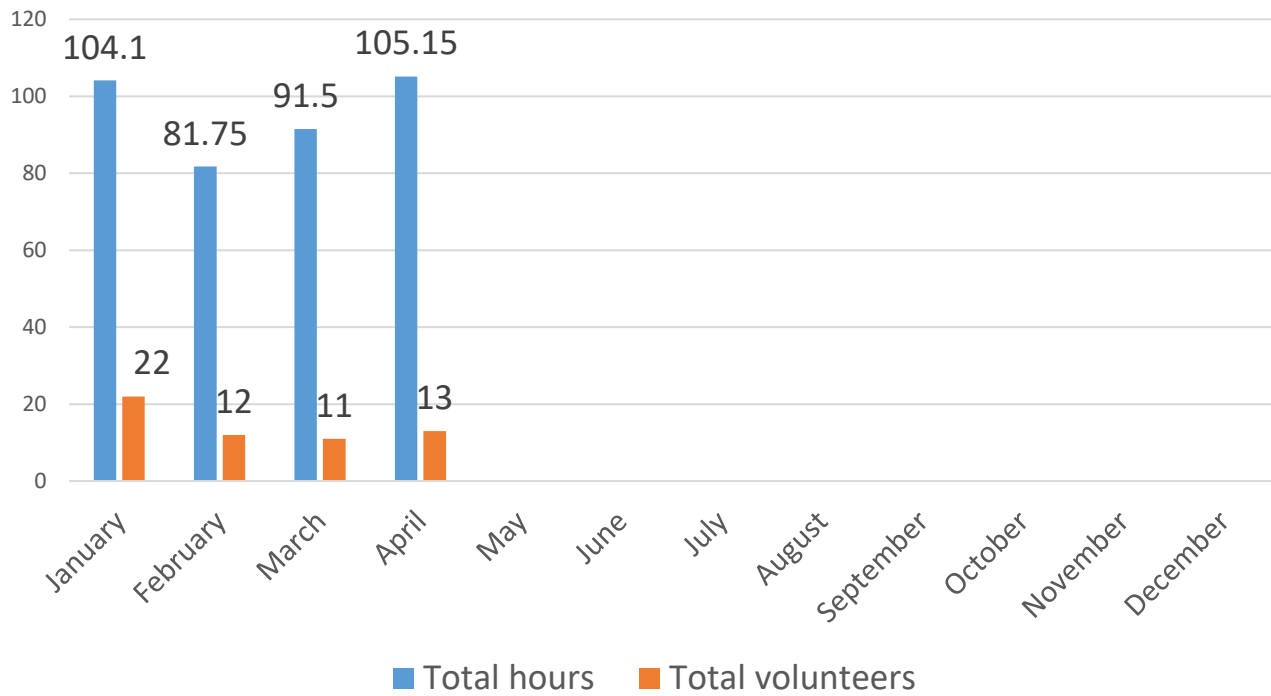


Total value added to collection
April 2025 - \$5518.28

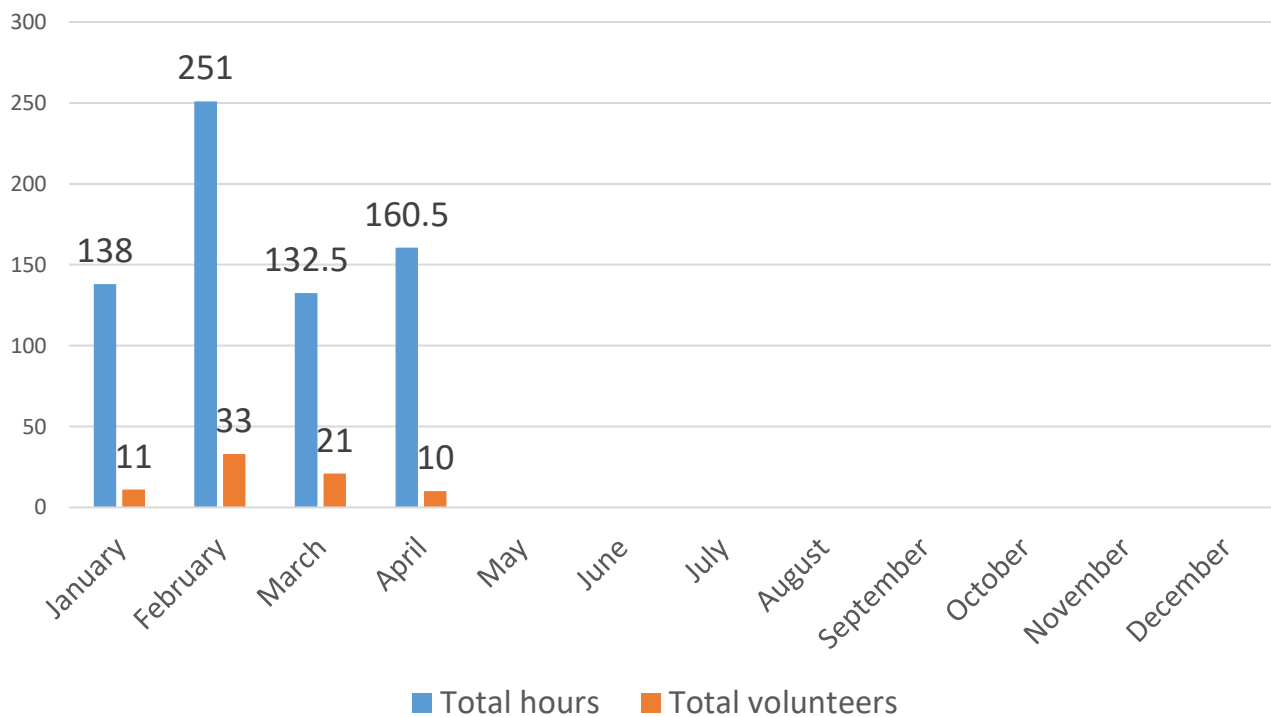


Library Card Sponsorship Program
Number of cards issued FY 2024-25 – 0

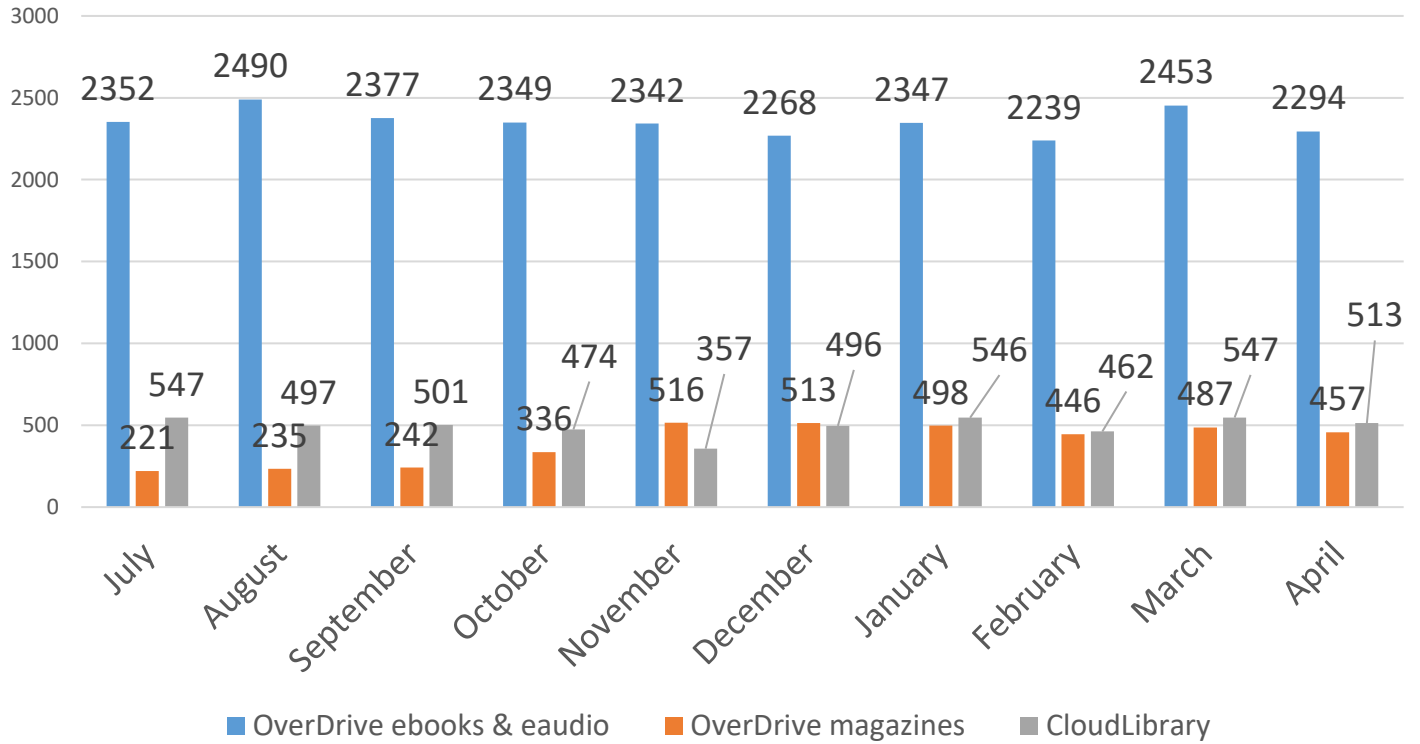
Volunteer Contribution - Library



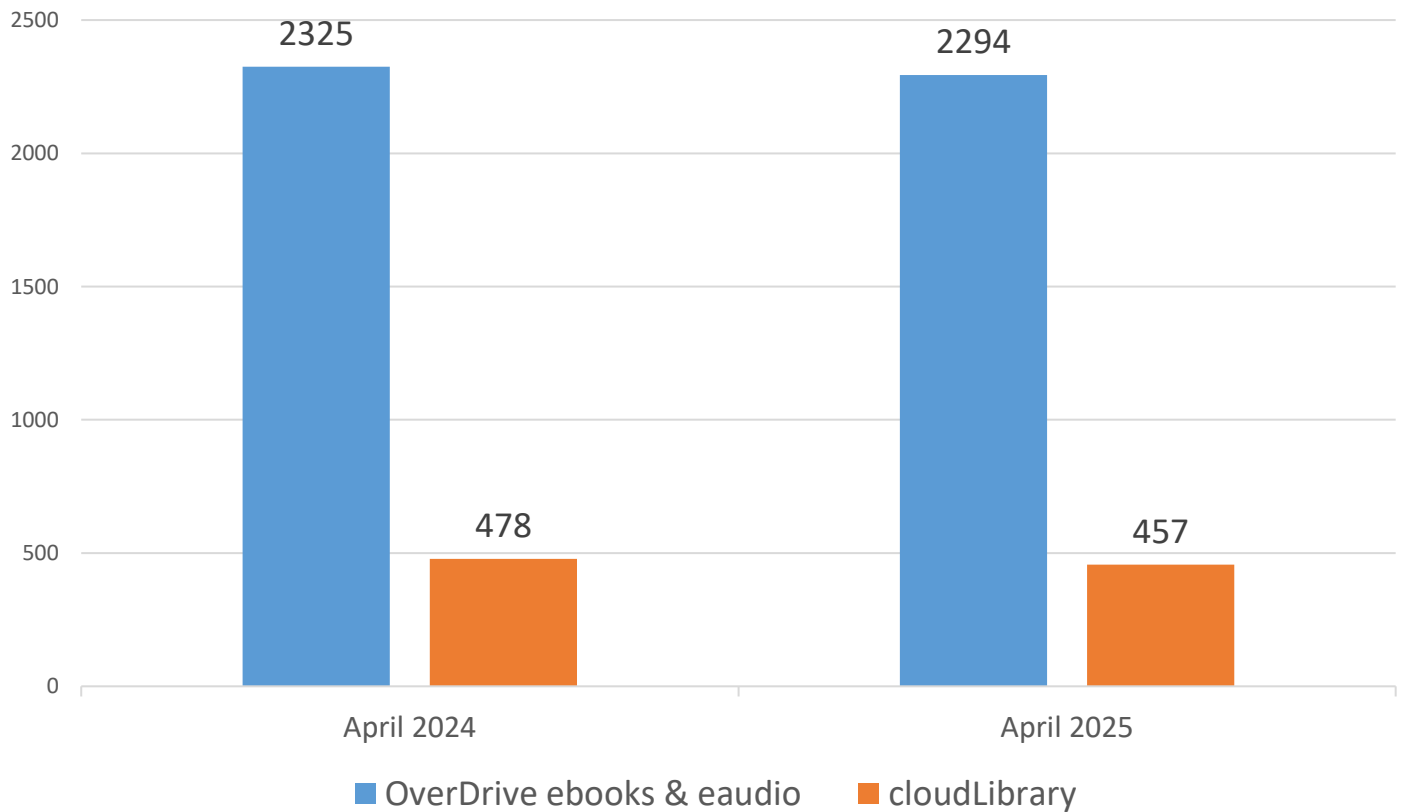
Volunteer Contribution - Friends of the Library



Electronic Materials Checkouts



Ebooks Monthly Comparison



Children's Programs - Live Sessions Ages 0-5					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/3/2025	storytime	21	x		
4/9/2025	storytime	58	x		
4/10/2025	Storytime	20	x		
4/15/2025	Lapsit Storytime	8	x		
4/16/2025	storytime	43	x		
4/17/2025	storytime	27	x		
	TOTAL	177			

Children's Programs - Live Sessions Ages 6-11					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/3/2025	Art exploration	0	x		
4/10/2025	Lego	17	x		
4/17/2025	STEAM- Flower pots & seed bombs	12	x		
4/26/2025	YMCA healthy kids event	230		x	
	TOTAL	259			

Live Teen Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/2/2025	Teen - Beaded Bracelets	7	x		
4/8/2025	Horizons - Beaded Bracelets	14	x		
	TOTAL	21			

Live Adult Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/8/2025	Online Book Group	8			x
4/24/2025	Silent Book Group	4	x		
	TOTAL	12			

Live All Ages Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/29/2025	Maker Space	16	x		
	TOTAL	125			

Grab-and-Go Craft Kits					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
4/8/2025	Butterfly Magnet	83			
4/8/2025	Adult Craft Kit - Wildflower pot	50			
4/19/2025	Parks Easter Hunt - Button Carrot	200			
4/22/2025	Craft stick airplane	80			
	TOTAL	413			