



✓  
6-12-2025

## ROSEBURG LIBRARY COMMISSION AGENDA

Tuesday, June 17, 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](https://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. May 20, 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](mailto: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: July 15, 2025

### VI. INFORMATIONAL

- A. Monthly Statistics
- B. Summer Reading Program
- C. State Library of Oregon LSTA Funding Update
- D. Grants Update
- E. Facility Update

### VII. ADJOURNMENT

**CITY OF ROSEBURG  
LIBRARY COMMISSION MEETING MINUTES  
May 20, 2025**

1. CALL TO ORDER

Vice Chair Elder called the regular meeting of the Roseburg Library Commission to order at 4:03 p.m. on May 20, 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, Mandy Elder, Francesca Guyer, and Marcy Tassano

Absent Shirley Lindell, Brady McNulty, and Andrea Zielinski

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

Others Present None

3. APPROVAL OF MINUTES

Commissioner Guyer moved to approve the April 15, 2025, minutes. The motion was seconded by Commissioner Tassano and approved with the following vote: Commissioners Bentley, Elder, Guyer, and Tassano 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 5<sup>th</sup> – 7<sup>th</sup>, setup begins on June 4<sup>th</sup> at 2:00 p.m., and we are looking for volunteers.

6. NEXT MEETING DATE

Tuesday, June 17, 2025, at 4:00 p.m. This will be a hybrid meeting.

7. INFORMATIONAL

A. Monthly Statistics

Director Wiley reported library use in April was status quo. There was a new line on page 3 of the statistics, New Items Snapshot, indicating the percentage of new adult nonfiction books checked out at a particular time (24% on May 2).

Digital materials accounted for 35% of circulation in April. There are about 500 digital magazine checkouts every month. Director Wiley renewed the digital magazine subscription with OverDrive for another year at \$2000. This is funded by the operating budget.

The library provided 200 grab-and-go craft kits at the Easter Egg Hunt sponsored by the Fire and Parks and Rec departments. Staff connected with 230 people at the YMCA healthy kids event on April 26.

Commissioner comments and questions included clarification of the criteria for assigning value to books and status of the sponsorship program.

Director Wiley clarified that the library adds approximately 300 new items to the collection every month, the value fluctuates based on the type of book, books get removed based on use and for being outdated or in poor condition, and the library has not received any donations this fiscal year for the sponsorship program.

B. Programming

Director Wiley reported there was a standing-room-only crowd at the Celtic harps program May 1, and 45 people attended the Oregon Black history program May 15. The final adult program of spring will be local author Betty Tamm at 6:30 p.m. Thursday, June 5.

Librarian Ropp reported the last of the spring season programs was in April, outreach at three schools this month was well attended, many kids now have library cards, staff distributed program flyers and free books, two kids showed up for the 6-18-month-old lap-sit group, and teen volunteering will be available this month.

Commissioner comments and questions included that the Friends of the Library received a \$100 donation and lots of positive feedback about the music program, and the speaker for Black History Month in Oregon was very knowledgeable and amazing.

Director Wiley clarified the speaker was encouraged to come back.

C. Summer Reading Program

Director Wiley reported the Summer Reading Program webpage is live at [www.roseburgpubliclibrary.org](http://www.roseburgpubliclibrary.org). It will continue to be populated. Thank you to major sponsors: Mike and Barb Coen, Douglas County Cultural Coalition, Friends of the Roseburg Public Library, and State Library of Oregon.

The adult program consists of a reading log with 30 prompts. Each book logged equals one entry in the grand prize drawing of a yearlong membership to the YMCA of Douglas County. Adult participants are invited to write book reviews for one of eight prizes that will be displayed in the lobby glass case. Adults also will have a monthly survey or activity they will be invited to complete for a gift card to a local business.

Librarian Ropp reported about simplifying the reading log this year for easier tracking, prizes for book reviews, overview of the activity sheets and sponsors, grab-n-go craft kits, StoryWalk®, Lunchbox Express and outreach at Sunshine Park Apartments, storytime at Stewart Park begins the first week in June, summer programs for kids begin on June 17<sup>th</sup> and teens on June 19<sup>th</sup>, activities every week Tuesdays, Thursdays, and Fridays, performers on Tuesdays, Wildlife

Safari is coming on Harry Potter Day, and hula hooping performer will be at Stewart Park on June 20<sup>th</sup>.

Commissioner comments and questions included clarification whether books have to come from the library to qualify, can they be audiobooks, and reading aloud to a parent or sibling. The Ford Family Foundation has a Select Books program, and more information can be found at <https://selectbooks.org/>.

Director Wiley and Librarian Ropp clarified all books in all formats and reading to or being read to all count.

D. Staffing Update

Director Wiley reported Courtnie Nielsen started May 20 as a 10-hour/week Library Aide, and Samantha Robinson will start May 29 as a 4-hour/week Library Aide.

E. Grants Update

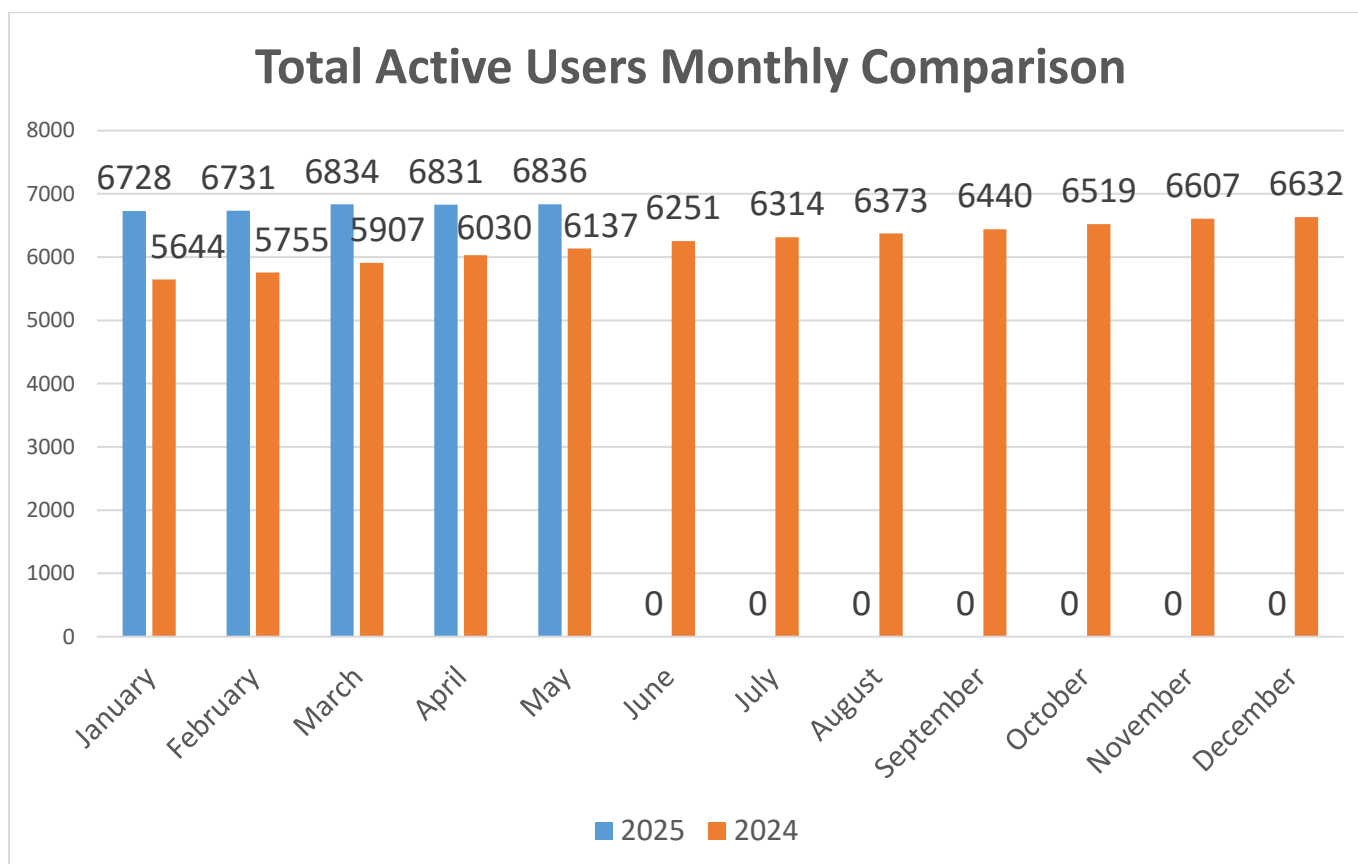
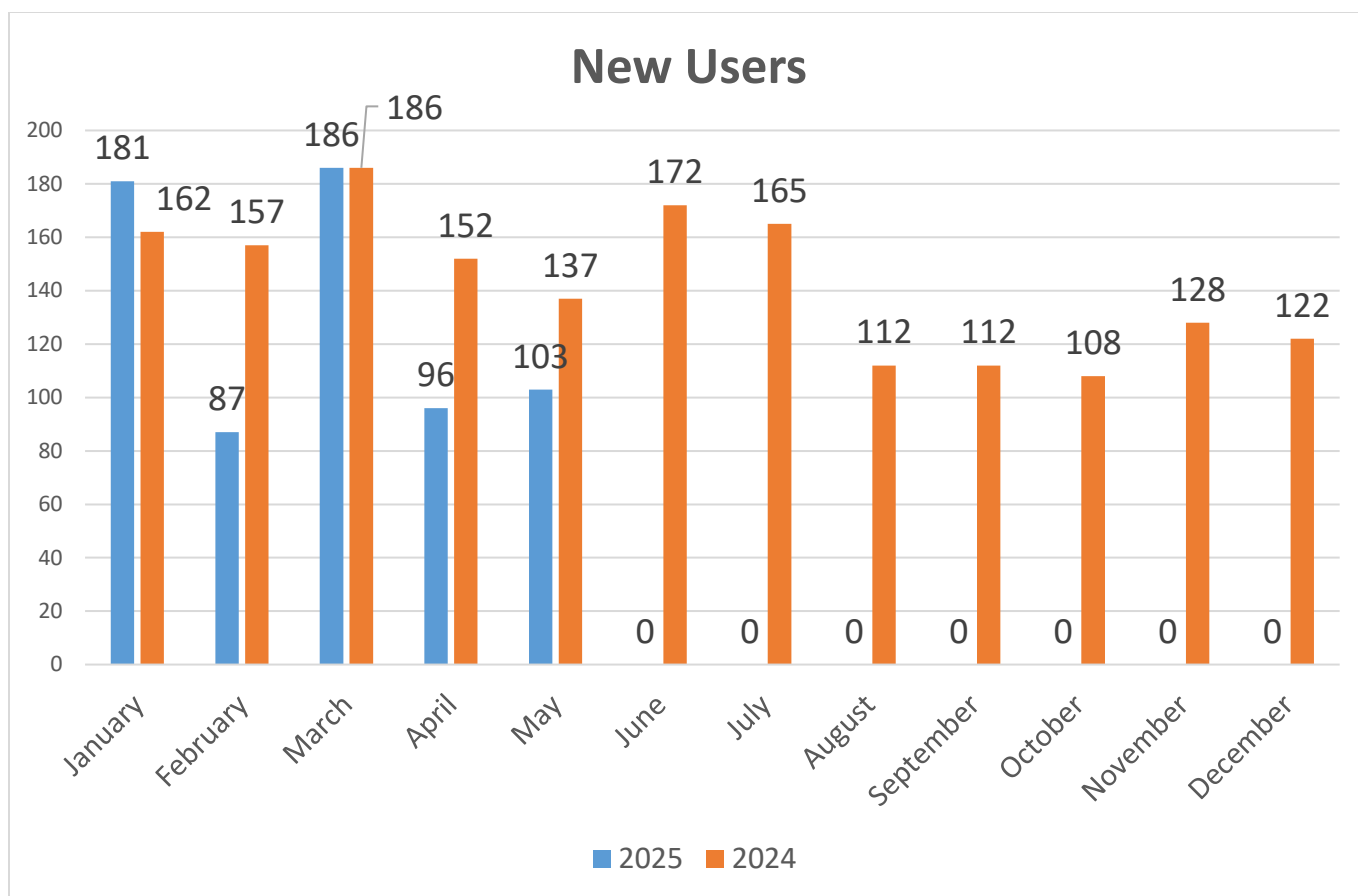
Director Wiley reported she had an excellent conversation with clients at the Umpqua Valley disAbilities Network about the American Library Association grant the library will deliver over the next year. She has a conversation scheduled with clients from Sunrise Enterprises on May 27, and there are two open sessions for the public to attend on Tuesday, June 3 at 11:30 a.m. and Thursday, June 19 at 6 p.m. RSVP is required for both.

Commissioner comments and questions included updates on the Dolly Parton Imagination Library, and there is a video on their website congratulating Oregon on statewide coverage at <https://imaginationlibrary.com/oregon/>.

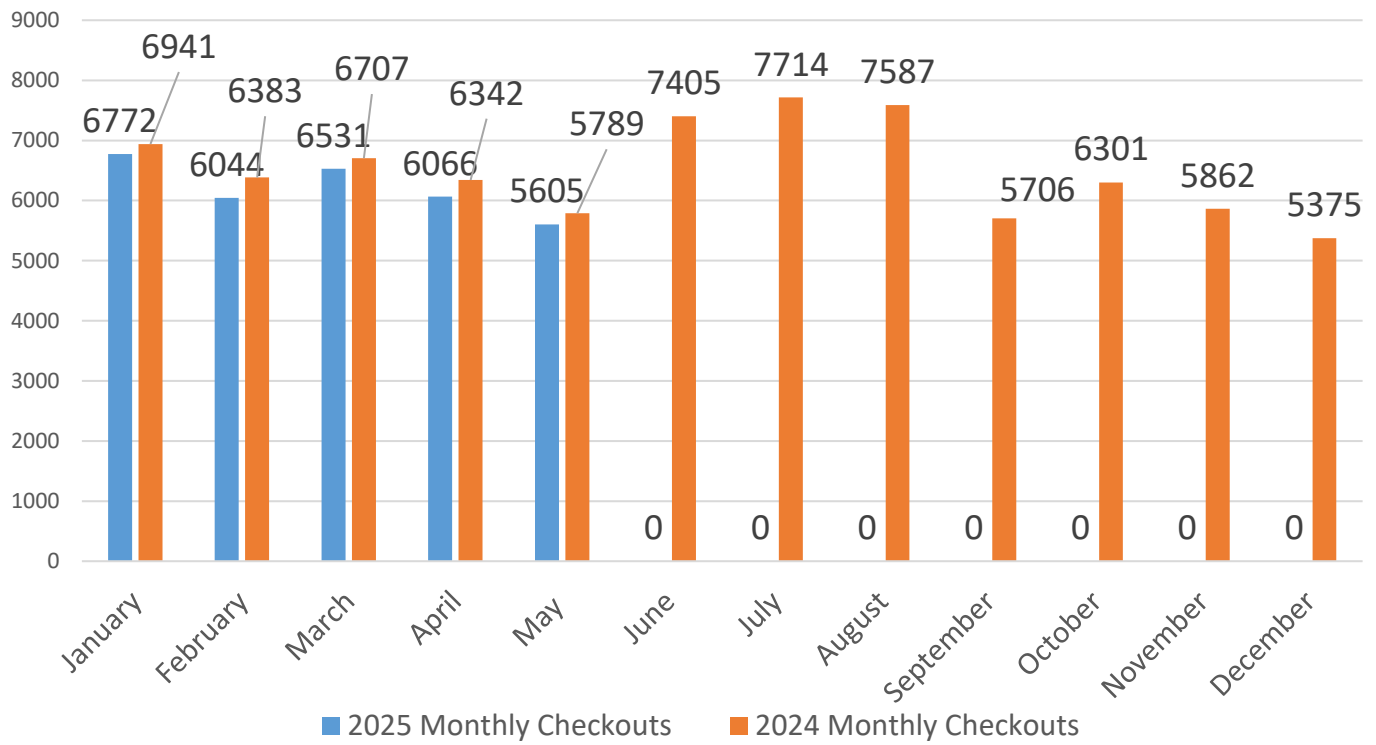
Director Wiley shared that all zip codes in Oregon have an affiliate, children now are eligible to receive English/Spanish bilingual books, mailing will start in August, Dolly Parton will be coming to Oregon in 2026, and the cost is about \$31 per child annually.

8. ADJOURNMENT

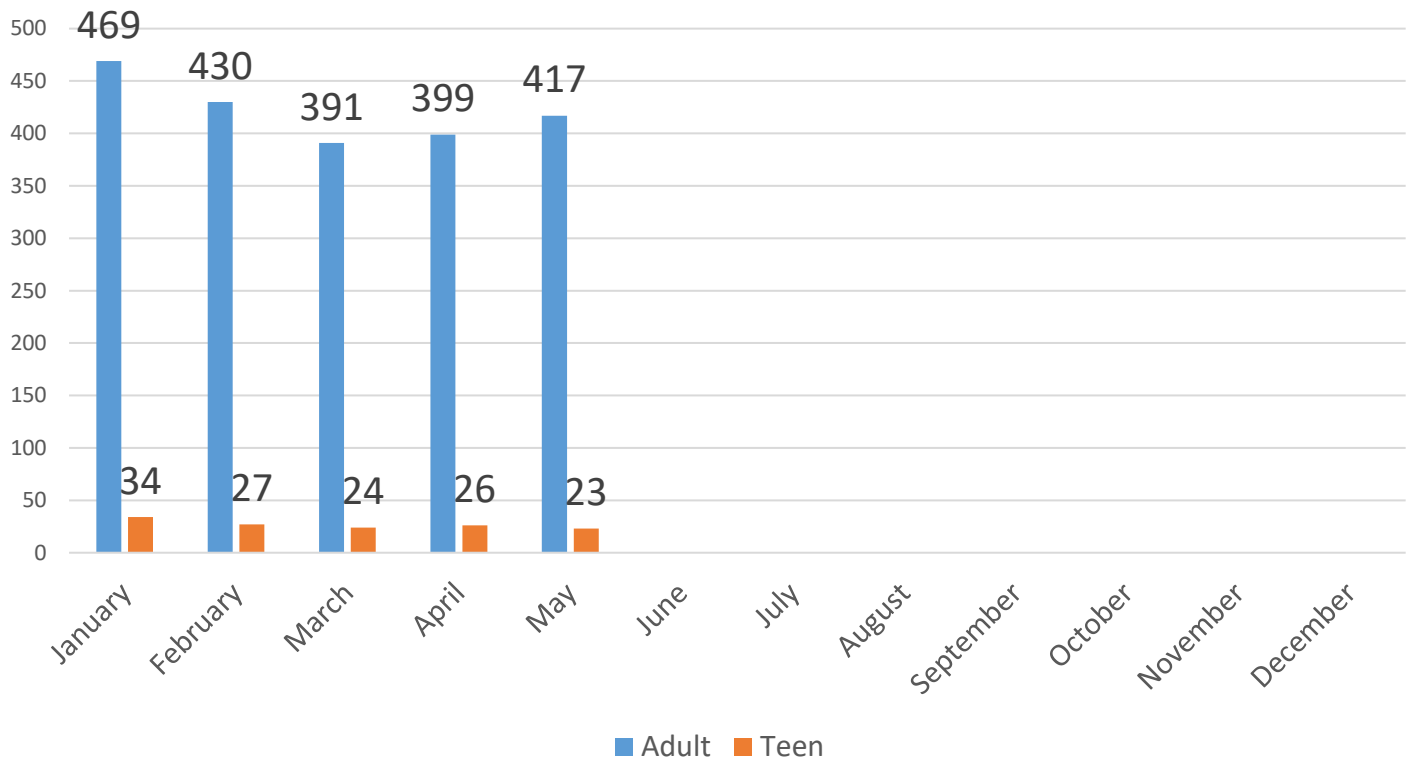
The Roseburg Library Commission meeting adjourned at 4:37 p.m.



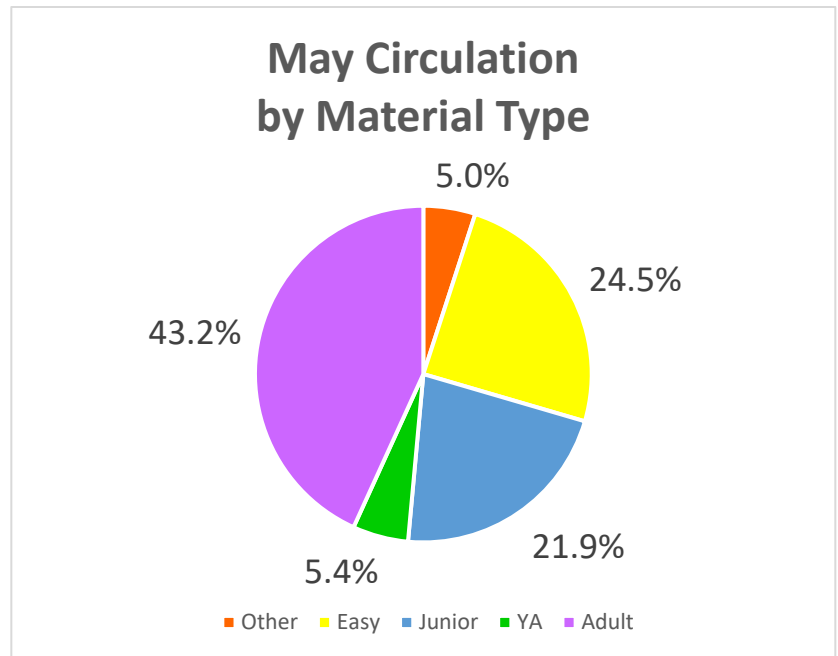
## Physical Materials Checkouts



## Public Computer Use



		Other	Easy	Junior	YA	Adult
1 - Unassigned	0	5.0%	24.5%	21.9%	5.4%	43.2%
2 - Adult Audiobook	122	280	1375	1229	300	2421
3 - Adult DVDs	287					
4 - Adult Fiction	994					
5 - Adult Graphic Novel	26					
6 - Adult Nonfiction	411					
7 - Board Book	184					
8 - Children's CD Book	4					
9 - Children's Audiobook	21					
10 - Children's DVD	113					
11 - Children's Graphic Novel	1					
12 - Children's Reference	0					
14 - Equipment	1					
16 - Fantasy	26					
17 - Other Language F/NF	13					
19 - Junior Fiction	467					
20 - Junior Graphic Novel	325					
21 - Junior Nonfiction	303					
22 - Large Print	135					
23 - Magazine	14					
25 - Mystery	470					
30 - Oversize	0					
34 - Picture Book	736					
35 - Prof Collection	49					
36 - Reader	401					
37 - Reference	0					
39 - Science Fiction	41					
42 - Western	44					
44 - Young Adult Audiobook	1					
45 - Young Adult DVD	46					
46 - Young Adult Fiction	98					
47 - Young Adult Graphic Novel	136					
48 - Young Adult Nonfiction	19					
OTAP	8					
Off Site	0					
None/On-the-fly	109					
<b>TOTAL</b>	<b>5605</b>					



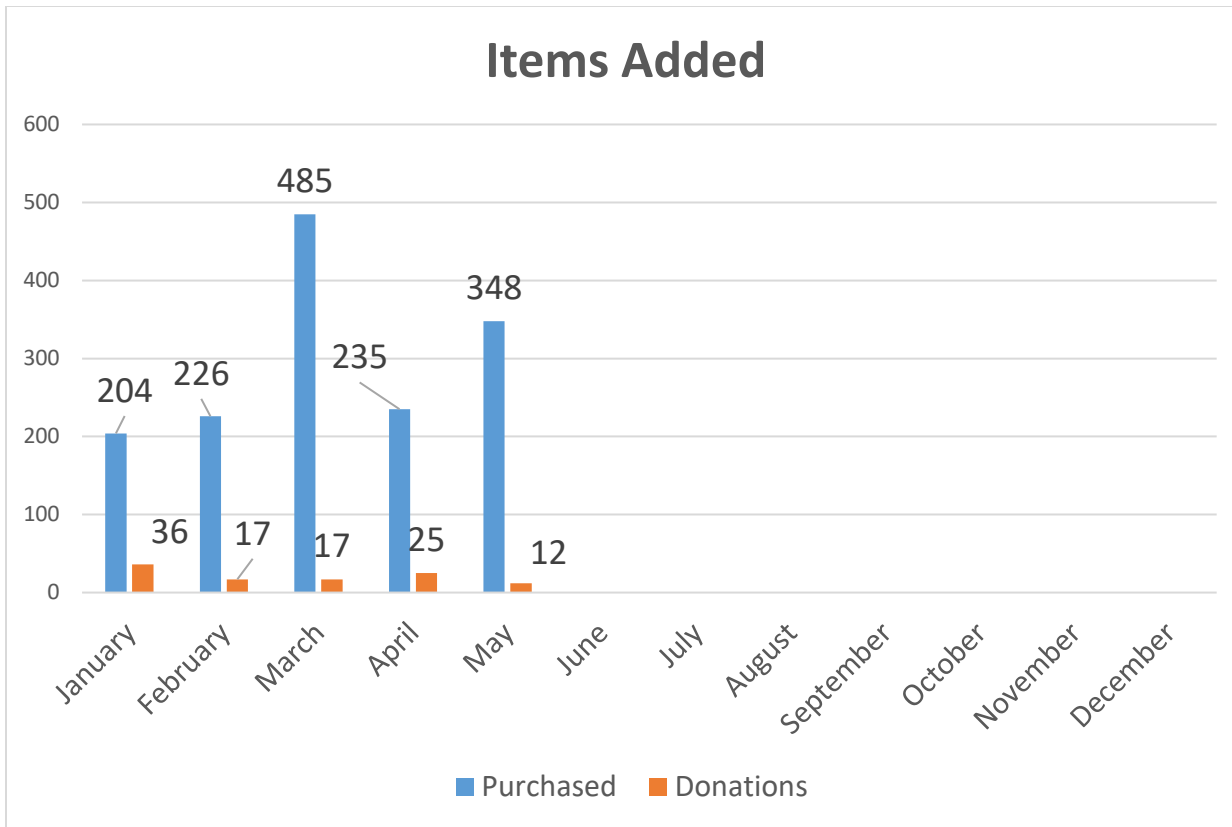
## NEW Items Snapshot - June 4, 2025

Item Type	Total number	Number Checked Out	Percentage Checked Out
NEW Items	4382	905	20.65%
Picture Books	769	152	19.77%
Adult Fiction	670	235	35.07%
Adult Nonfiction	449	109	24.28%
Junior Fiction	479	27	5.64%
YA Fiction	228	11	4.82%

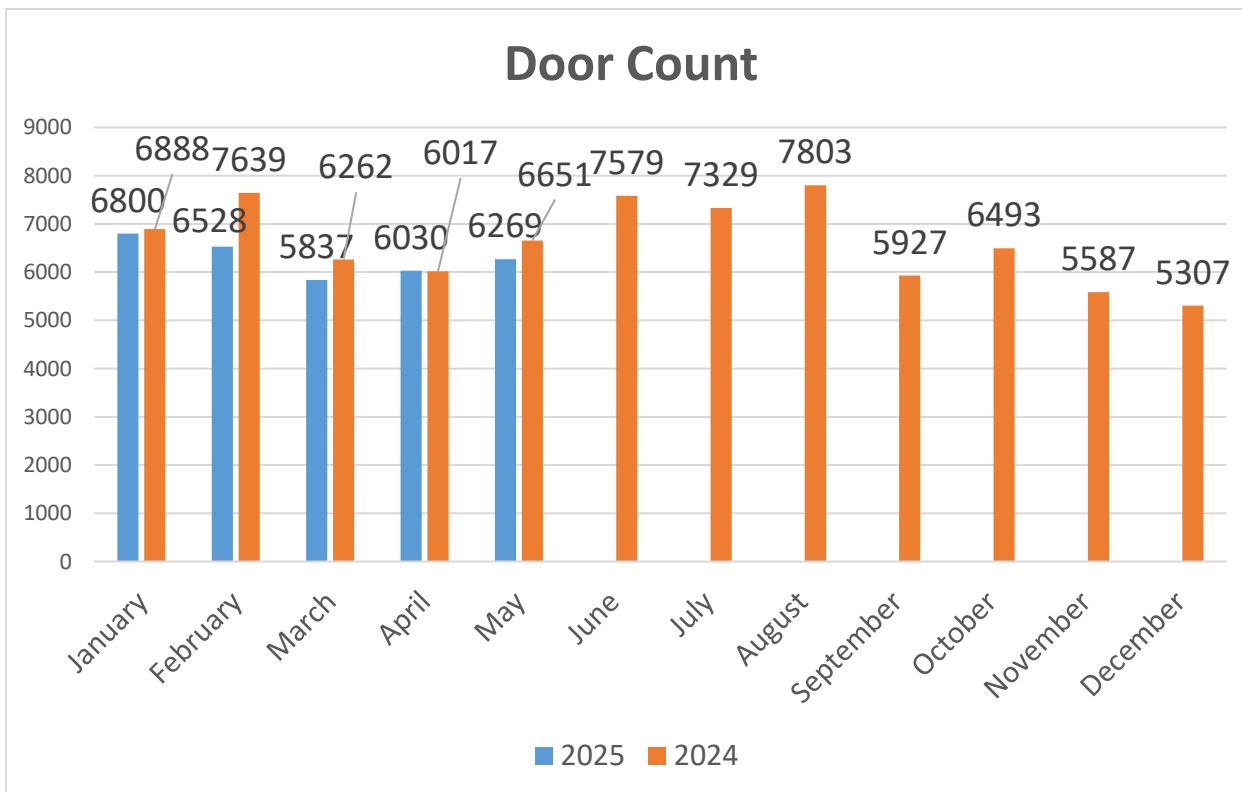
Circulation Snapshot - June 4, 2025

Type	Holdings	% of Holdings	Out	% Out
1 - Unassigned	17	0	0	0
2 - Adult Audiobook	1687	2.1	116	6.9
3 - Adult DVDs	1851	2.3	120	6.5
4 - Adult Fiction	12799	16.1	878	6.9
5 - Adult Graphic Novel	377	0.5	17	4.5
6 - Adult Nonfiction	13725	17.3	609	4.4
7 - Board Book	704	0.9	159	22.6
8 - Children's CD Book	105	0.1	8	7.6
9 - Children's Audiobook	677	0.9	32	4.7
10 - Children's DVD	878	1.1	95	10.8
11 - Children's Graphic Novel	5	0	2	40
12 - Children's Reference	177	0.2	0	0
14 - Equipment	12	0	1	8.3
16 - Fantasy	264	0.3	28	10.6
17 - Other Language F/NF	1283	1.6	24	1.9
18 - Govdoc	27	0	0	0
19 - Junior Fiction	5979	7.5	707	11.8
20 - Junior Graphic Novel	1789	2.3	335	18.7
21 - Junior Nonfiction	6590	8.3	392	5.9
22 - Large Print	1558	2	123	7.9
23 - Magazine	3738	4.7	9	0.2
25 - Mystery	6198	7.8	362	5.8
27 - Newspaper	7	0	0	0
30 - Oversize	19	0	0	0
34 - Picture Book	6459	8.1	801	12.4
35 - Prof Collection	312	0.4	38	12.2
36 - Reader	2213	2.8	428	19.3
37 - Reference	518	0.7	1	0.2
39 - Science Fiction	1320	1.7	45	3.4
42 - Western	787	1	36	4.6
44 - Young Adult Audiobook	292	0.4	2	0.7
45 - Young Adult DVD	444	0.6	43	9.7
46 - Young Adult Fiction	3424	4.3	189	5.5
47 - Young Adult Graphic Novel	1668	2.1	221	13.2
48 - Young Adult Nonfiction	947	1.2	47	5
49 - Young Adult Reference	0	0	0	0
50 - OTAP	443	0.6	15	3.4
51 - Off Site	1	0	0	0
52 - DESD	0	0	0	0
Total	79294		5883	7.4



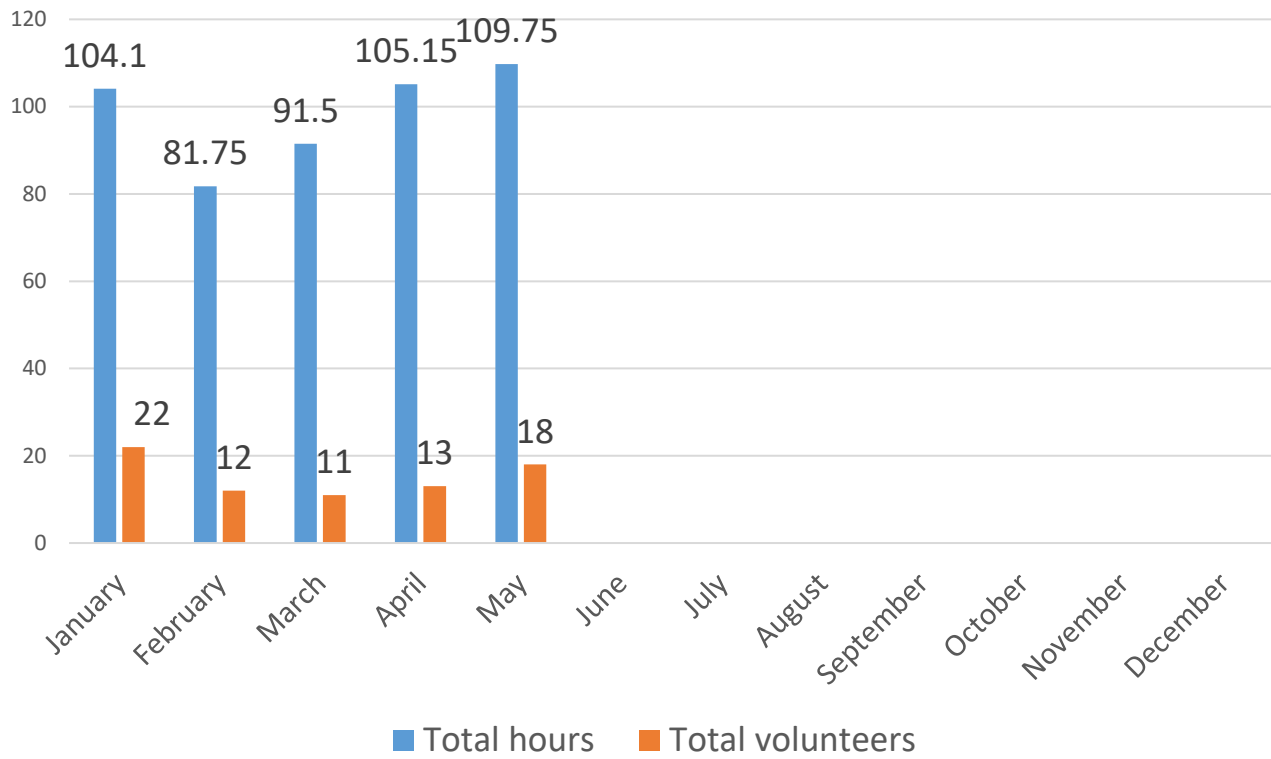


Total value added to collection  
May 2025 - \$8074.39

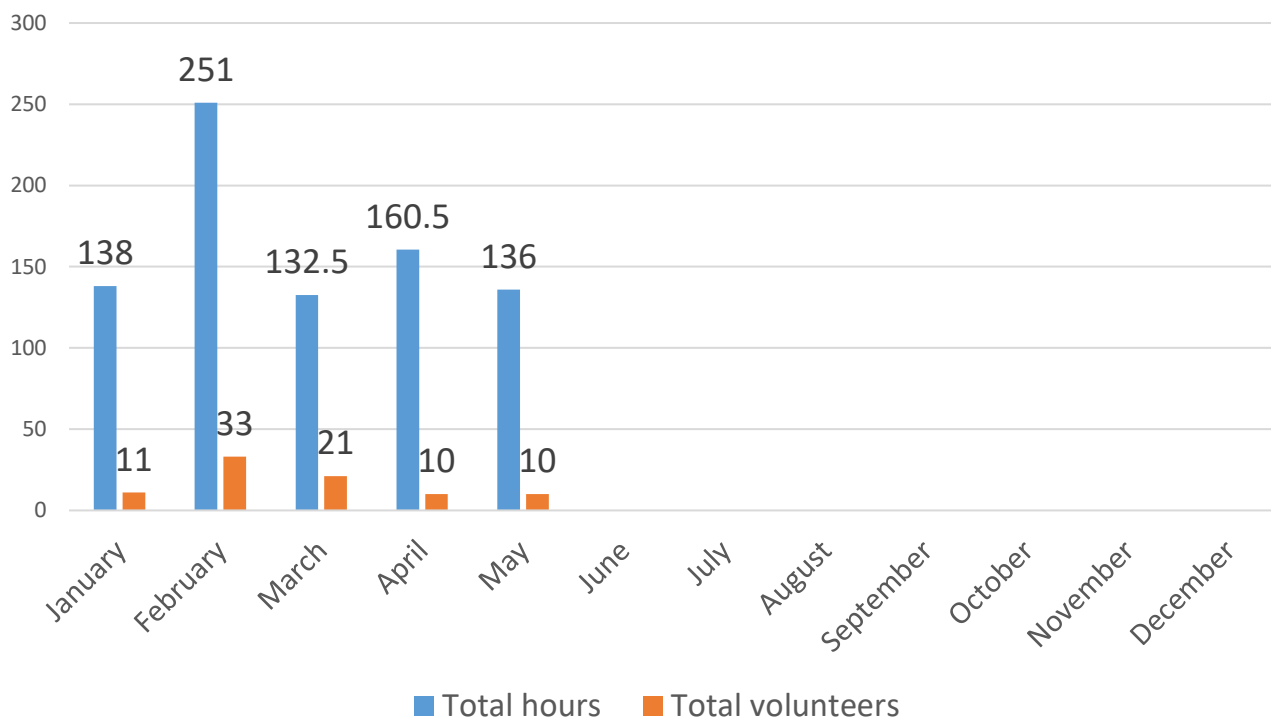


Library Card Sponsorship Program  
Number of cards issued FY 2024-25 – 0

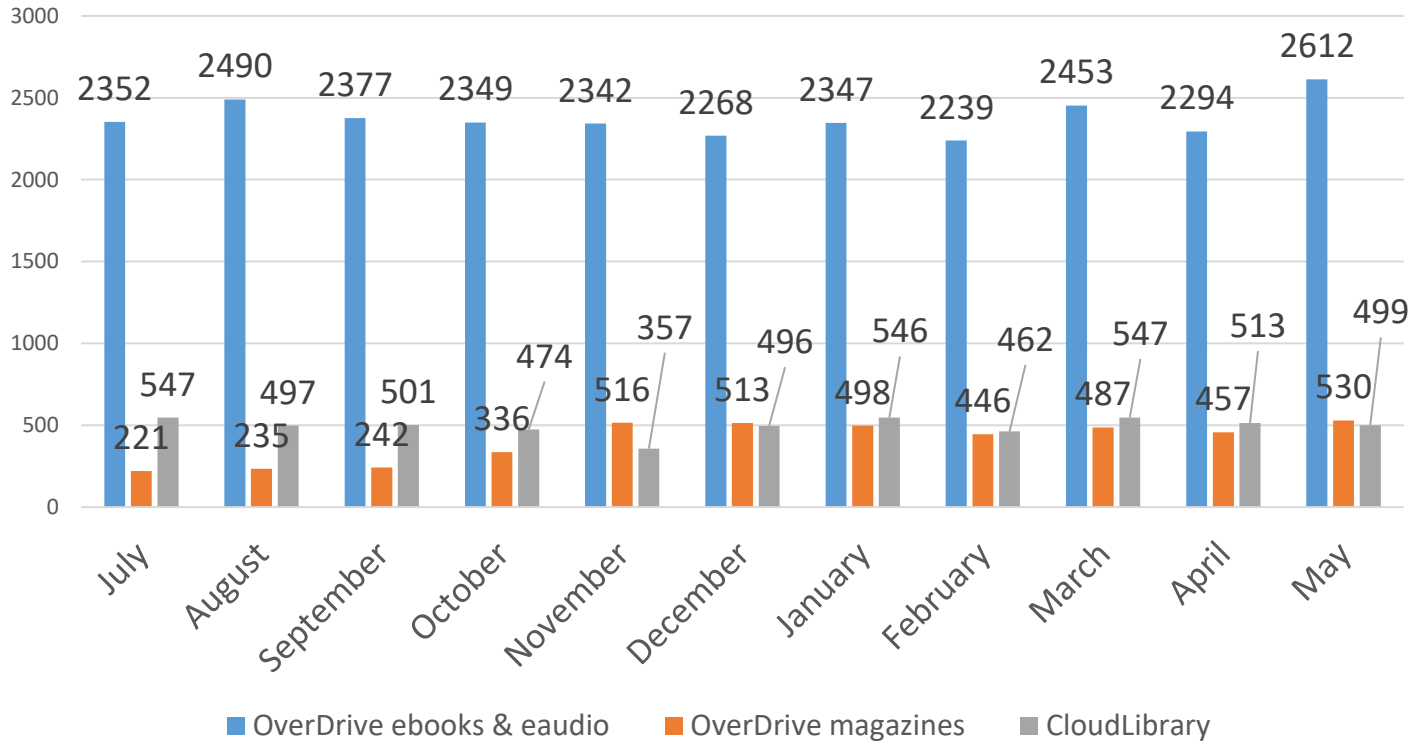
## Volunteer Contribution - Library



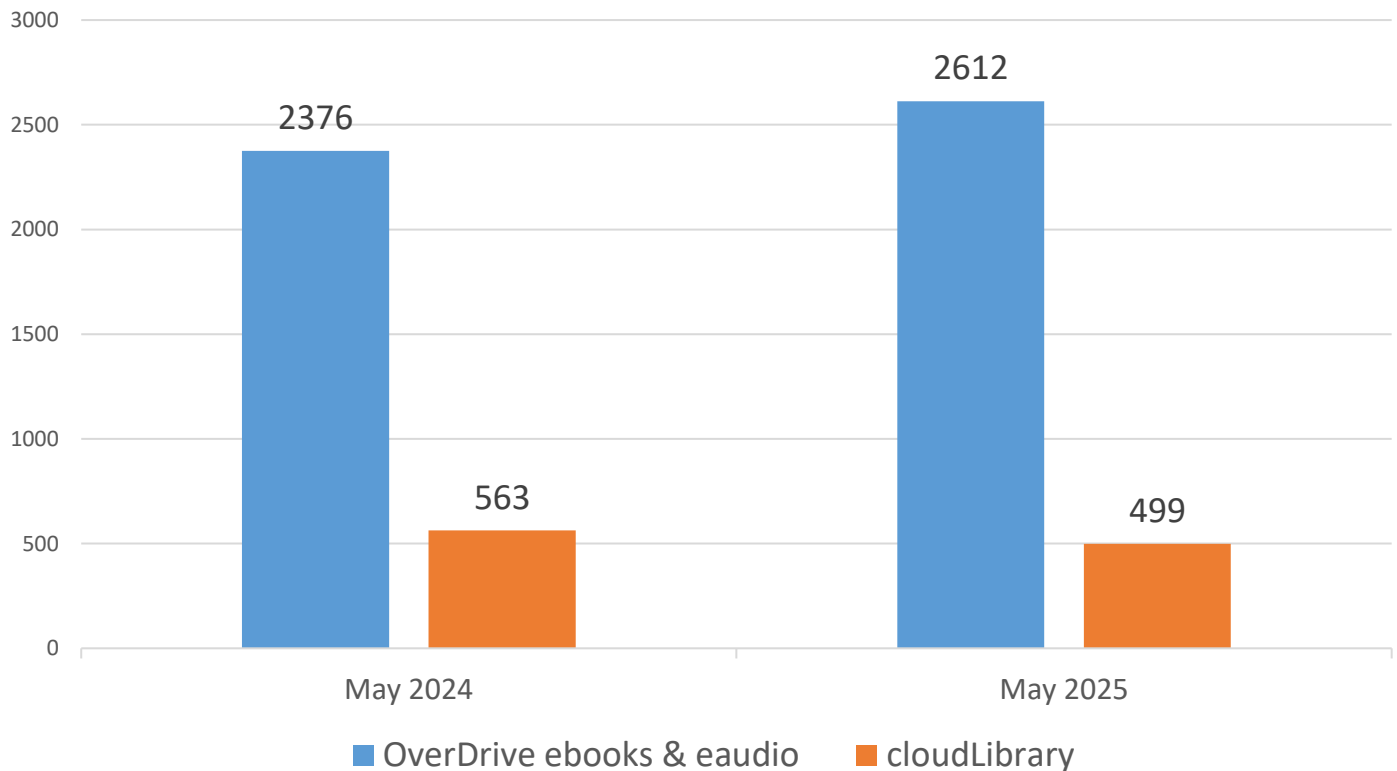
## Volunteer Contribution - Friends of the Library



## Electronic Materials Checkouts



## Ebooks Monthly Comparison



Children's Programs - Live Sessions Ages 0-5					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
5/20/2025	Lapsit Storytime	4	x		
	<b>TOTAL</b>	<b>4</b>			

Children's Programs - Live Sessions Ages 6-11					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
5/16/2025	Eastwood Carnival	149		x	
5/17/2025	Hucrest Carnival	172		x	
5/22/2025	Winchester Carnival	201		x	
	<b>TOTAL</b>	<b>522</b>			

Live Teen Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
5/13/2025	Horizons - Perler Beads	15	x		
5/21/2025	Teen Volunteering	0	x		
	<b>TOTAL</b>	<b>15</b>			

Live Adult Programs					
Date		Attendance	Onsite	Offsite	Virtual (Facebook Live or Zoom)
5/1/2025	Celtic Harps, Rare Instruments, & Wondrous Stories	70	x		
5/6/2025	Community Conversation: UV disAbilities Network	18		x	
5/15/2025	Oregon's Black History	45	x		
5/20/2025	Online Book Group	5			x
5/22/2025	Author Discussion Group	5			x
5/27/2025	Community Conversation: Sunrise Enterprises	7	x		
5/29/2025	Silent Book Group	3	x		
	<b>TOTAL</b>	<b>153</b>			