

LIBRARY BOARD MEETING
4:30pm, Tuesday, October 8, 2024
Council Conference Room/ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/83908323719?pwd=1SCgkRGkgSst0as6OdCmfOxFG3kVt2.1>

Meeting ID: 839 0832 3719

Passcode: 320848

AGENDA

- I. Call to order, welcome guest(s)**
- II. Approval of the Agenda**
- III. Approval of September 10, 2024 minutes**
- IV. Citizen Comment/Suggestions**
- V. Reports**
 - A. Director Report
 - B. Budget Report
 - C. Friends of the Library Report
- VI. Unfinished Business**
 - A. 2025 Library Birthday Party – January 15, 2025
 - i. Action Items updates
 - ii. Invitations/Save the Date
 - B. Library Board Advocacy
 - i. Plan update and next steps
- VII. New Business**
 - A. Library Advocacy Strategy:
 - i. Library History- Moreno's article
 - ii. Other public information venues
- VIII. Unscheduled Business**
- IX. Upcoming Programs/Events**
 - Oct. 9 Auditor Q/A Session, 6:30pm-8:30pm, HH
 - Oct. 15 General Candidates Forum, 6pm-8pm, HH
 - Oct. 17 Habitats: Poetry Reading and Generative Workshop, 6:30pm, HH
 - Oct. 19 Human Library, 2pm-6pm, Library
 - Oct. 19 Friends of the Library Book Sale, Basement, 10am-4pm
 - Oct. 31 Children's Halloween Storytime, 10:30am, HH

Next regular meeting November 12, 2024

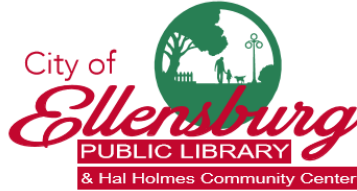
Location: City Council Conference Room/ZOOM

CITY OF ELLENSBURG

Date of Meeting:

Time of Meeting:

Place of Meeting:



LIBRARY BOARD

September 10, 2024

4:30 p.m.

Council Conference Room

Mary James, Chair, term expires December 31, 2027

Vikki Carpenter, Co-Chair, term expires December 31, 2028

Marty Blackson, term expires December 31, 2027

Andreina Delgado, term expires December 31, 2028

Melina Meador, term expires December 31, 2024

Richard Moreno, term expires December 31, 2026

VACANT, term expires December 31, 2027

I. CALL TO ORDER

James called the meeting to order at 4:31 p.m.

II. ATTENDANCE

PRESENT: Vikki Carpenter, Andreina Delgado, Mary James, Rich Moreno, Marty Blackson, Melina Meador

COUNCIL LIASON: Sarah Beauchamp (absent)

ABSENT: None

STAFF: Josephine Camarillo

III. APPROVAL OF AGENDA

Motion made by Moreno to approve the agenda, motion seconded, **motion approved**. Motion passed 6-0.

IV. APPROVAL OF MINUTES

Motion made by Moreno to approve July 2024 minutes, motion seconded, **motion approved**. Motion passed 6-0.

V. CORRESPONDENCE AND CITIZEN COMMENTS/SUGGESTIONS

No correspondence or citizen comments

VI. REPORTS

A. Director Report

August and September report presented and discussed. Summer Reading ended with great success and increased participation. A new HH Assistant was hired and will start 9/16. Library participated in Community Connect Day.

B. Budget Report: August budget not yet available

C. Friends of the Library Report: FOL Pint Night 9-19 at Iron Horse 4pm-8pm. October book sale

VII. UNFINISHED BUSINESS

- A. Birthday party: Date rescheduled to Wednesday, January 15, 2025 due to HH availability. Event would be 5pm-7pm. Board duties as follows:
- a. Melina- will check with band regarding availability
 - b. Andreina- create flier
 - c. Richard- create library historical timeline to use for PR
 - d. Vikki- event setup/clean up
 - e. Marty- event setup/clean up

VIII. NEW BUSINESS

- A. 2025-2026 Budget Request Update: Four proposals were presented to the City Manager-
- a. Additional summer hours for YS Assisant
 - b. Additional staff hours to staff warming/cooling center at HH
 - c. Increase funds to physical materials (books)
 - d. Increase funds for virtual materials (downloadable books/magazines)
- B. Board Secretary: Currently there is no Board Secretary. Director Camarillo will record minutes for Board meetings. She will also look into staff attending to record minutes.
- C. Meeting time: Discussion regarding meeting time if it should change or remain the same. Board decided to remain at 4:30pm start time.

IX. UPCOMING PROGRAMS/EVENTS

Upcoming events presented.

X. UNSCHEDULED BUSINESS

None

XI. NEXT MEETING

Tuesday, October 8, 2024, at Council Conference Room, City Hall/ ZOOM

XII. ADJOURNMENT

With no further discussion, the meeting was adjourned by James at 5:32 p.m.

Respectfully submitted,
Josephine Camarillo, staff

LIBRARY DIRECTOR REPORT

TO: Library Board, Assistant City Manager/City Attorney
FROM: Josephine Camarillo, Library Director
DATE: October 2024



Meetings: Staff, Supervisors, City Attorney, Morning Rotary

Director: New facility assistant, Nathan Varnum, was hired. He is a Kittitas County local, CWU student and enjoys the outdoors. County budget request will take place on Friday, October 11th at 2pm. Ken is now back to working 40 hours a week.

Adult Services:

Alyssa has been growing her skill at creating dynamic displays: This month: Banned Books and Hispanic Heritage Month. Pyper attended a training on How to Respond to Prejudicial Comments from Customers. Mr. McCloskey's Morgan Middle School class has been visiting our Local History and Archive collections for their research projects. Reference staff assisted in inventory of the library's CD collection. Pyper tabled with other City departments at the Bite of the Burg. There were 2208 eAudio books checkouts; 2194 eBooks checkouts; 494 Computer Lab Users; 718 wireless printing; 16 Hotspot checkouts.

Technical Services: 486 physical items added to the collection, 579 physical items deleted from the collection during the last month.

Youth Services:

We are in the swing of the regular storytime schedule with Cece doing them on Tuesdays and Sue doing them on Wednesdays and Baby Bounce on Fridays. Baby Bounce Bonanza, sponsored by Morningt Rotary on 9/13/24, was a big success! 27 participants (10 were babies). Each family received a sweet gift bag with a book, shaker, play scarf, bib and a rhymes & songs card.



Ellensburg Christian School, St. Andrews' 2 Preschool classes and some Creative Kids classes have resumed their monthly visits. Mattawa kindergarteners (4 classes of about 80 students total) will do their fall visit on the mornings of October 24 & 25 for a couple storytimes.

Hal Holmes: 4 Private/Govt event, 1 Non-Profit events, 44 cosponsored: 49 total events
We had drastically low reservation numbers at HH due to needing to migrate to the new reservation system and not taking in new reservations until it was in place.... The good news is we have a new reservation system! We can now accept immediate payment for rooms for all non-governmental events (a gov't agency often cannot pay until services are rendered).

Circulation:

Circulation Statistics	24-Sep	24-Aug	% chg	23-Sep	% chg	2024 YTD	2023 YTD	% chg
Physical Items	9,736	10388	-7%	10388	-4%	94914	94093	0%
Electronic Items	4402	4797	-9%	4644	-5%	43907	40715	7%
TOTAL	14138	15,185	-7%	15032	-6%	138821	134808	3%

Library Visits: 9544

New Card Holders: 148

Total Card Holders: 14043