

209 North Ruby Street, Ellensburg WA 98926

LIBRARY BOARD MEETING

ZOOM <https://us02web.zoom.us/j/9795257314>

4:30pm, Tuesday, March 9, 2021

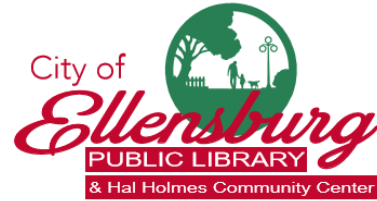
AGENDA

- I. Call to order; welcome guests**
- II. Approval of the Agenda**
- III. Approval of February 9, 2021 minutes**
- IV. Citizen Comment/Suggestions**
- V. Reports**
 - A. Director Report
 - B. Budget Report
 - C. Friends' Report
- VI. Old Business**
 - A. Bulletin Board Policy- Need Approval
- VII. New Business**
 - A. Dr. Seuss items
- VIII. Upcoming Programs/Events**
 - Mar. 17 Grab and Go Kits: STEM
 - Mar. 31 Baby Bounce Bags and Online Tutorial
- IX. Unscheduled Business**

Next regular meeting will be April 13, 2021

Location: Zoom

LIBRARY BOARD MEETING
Tuesday, January 12, 2021



PRESENT: Marty Blackson, Andreina Delgado, Loretta Gray, Mary Holmgren, PJ MacPhaiden, Andrea Sledge

COUNCIL LIASON: Tristen Lamb

ABSENT: Julie Cloninger

STAFF: Josephine Camarillo, Ken Paschen, Carol Pedersen, Kim Holland, Sue Hart

Supervisor Presentations. Highlights and goals were provided by the director and each supervisor (4:00-4:45).

- I. CALL TO ORDER: Holmgren called the meeting to order at 4:45 p.m.
- II. Approval of the Agenda: M/S/P
- III. Approval of the Minutes: M/S/P
- IV. Citizen Comment/Suggestions: Moved to Unscheduled Business
- V. Reports
 - A. Director's Report: (1) Openings and closings. Open now. (2) Kanopy is popular. Josephine is looking into downloadable music. (3) Circulation on the rise. (4) Daily Record has reported openings and closings.
 - B. Budget Report: None.
 - C. Friends' Report: Sales have been successful for raising funds.
- VI. Old Business
 - A. Bulletin Board Policy has been finished. The Board will review it at the next meeting.
- VII. New Business
 - A. Library Closure/No Closure.
- VIII. Upcoming Programs/Events: Online programs are planned. On February 15, the library will be closed for the holiday.
- IX. Unscheduled Business: Discussion with Larry Nickel regarding a donation.

Next regular meeting will be March 9, 2021. Location: Zoom.

Respectfully submitted,

Loretta Gray

LIBRARY DIRECTOR REPORT

TO: Library Board, City Manager
FROM: Josephine Camarillo, Library Director
DATE: March 2021

Meetings: Staff, Supervisors, City Manager, Morning Rotary and Board, CSLP Board/Committees

Director:

In collaboration with the Arts Commission, Ellensburg Public Radio has been commissioned to create a walking art tour in lieu of First Friday Art Walk. The Library/HH has been designated one of the sites to be featured. Recordings to be available in April. I participated in the new Public Information Officer interviews. The City hired Nicole Klauss.

Youth Services:

Department featured a Black History Month Display. Virtual storytimes continues. Teen passive program for February included Blind Date with a Book. It was very popular and will continue through March. Grab and Go kits this month included a Valentine's Day craft activity for their home or to be given to our local retirement homes. Next month will be a STEM Lego Kits for the Grab & Go.

Technical Services:

380 items added to the collection, 433 items deleted from the collection during the last 30 days.

Kanopy Stats: Jan- 316, Feb- 229

Circulation:

Circulation Statistics	Feb-21	Jan-21	% chg	Feb-20	% chg	2021 YTD	2020 YTD	% chg
Physical Items	14553	17560	-18%	13355	8%	32113	27218	17%
Electronic Items	3710	4033	-9%	3410	8%	7743	7076	9%
TOTAL	18263	21,593	-18%	16765	8%	39856	34294	14%

Library Visits- 2877

New cardholders- 61

Total Card holders- 15,592



CHAPTER 6 DRAFT
SECTION ?
PUBLIC DISPLAY CASES AND BULLETIN BOARDS

POLICY STATEMENT

The Ellensburg Public Library provides display cases for attractive civic, educational and cultural materials. Such exhibits should incorporate or stimulate interest in the library's resources and materials. Space available includes six glass display cases in the lobby, one glass display case inside the library entrance off the lobby and one freestanding wooden display case in the Children's Department. Bulletin boards and other space in the library may also be used, at the discretion of the library director.

PURPOSE

The purpose of the Public Display Cases and Bulletin Boards policy is to provide guidelines for displays and public bulletin boards and assist our patrons in their exploration of educational, cultural, intellectual and civic activities in our community.

APPLICATION

1. Public display cases must be reserved by arrangement with designated library staff (Library Director, Youth Services Librarian)
2. All materials to be posted or displayed must be approved in advance by the Library Director.
3. The donor of an exhibit will be responsible for setting it up and taking it down, as well as for making any desired arrangements for newspaper and radio publicity. The standard time limit for displays is one month. Longer displays must be pre-approved by the Library Director.
4. Displays must have sponsor information posted in the display. A small sign that says, "This display by _____" would be appropriate. If there is no such sign the display is assumed to be sponsored by the library.
5. The library will try to protect materials displayed but cannot be responsible for loss or damage to such materials.
6. Materials displayed must be taken down in a timely manner. The standard time limit for a display is one month. Materials not picked up will be stored in the library basement for 90 days before being considered for disposal.
7. Commercial endeavors may not be advertised, except for such programs as plays, concerts, and other cultural events specifically related to the goals of the library.

Bulletin Board: Posters announcing programs sponsored by any educational, religious, fraternal or non-profit service organizations may be displayed provided:

- a) There is room and they are of reasonable size.
- b) Proceeds from the event go to no organization which discriminates in its membership on the basis of race, creed, color, gender, or national origin. No sales or donations may be made on library premises.
- c) Library/HH events and co-sponsored events shall take priority of bulletin board space.

In case of disagreement over where certain materials should or should not be displayed, the Library Board of the Ellensburg Public Library will make the final decision.

Adopted May 7, 1985; revised April 25, 2007; revised March 9, 2021.

(accompanying procedure: Display & Exhibit Procedure May 1, 2007)