

**LIBRARY BOARD MEETING**

**ZOOM** <https://us02web.zoom.us/j/84311218745?pwd=K21tang2c1k2ajZCdjl0bE9DU0lWQT09>

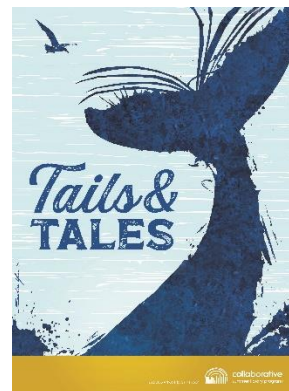
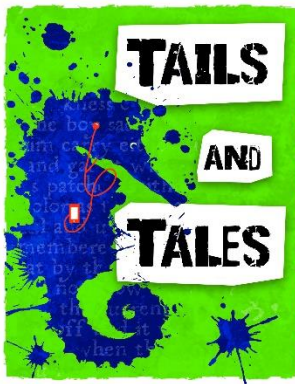
**4:30pm, Tuesday, June 8, 2021**

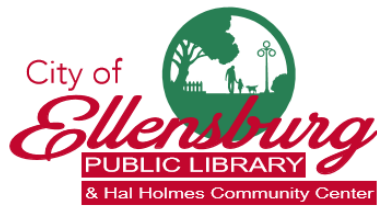
**AGENDA**

- I. Call to order; welcome guests**
- II. Approval of the Agenda**
- III. Approval of May 11, 2021 minutes**
- IV. Citizen Comment/Suggestions**
- V. Reports**
  - A. Director's Report
  - B. Budget Report
  - C. Friends' Report
- VI. Old Business**
  - A. None
- VII. New Business**
  - A. Filming and Photographing Policy
- VIII. Upcoming Programs/Events**
  - Summer Reading Program: Tails and Tales
  - June 21-August 8 Online activities for youth, teens and adults
  - June 16 Free Book Give-Away for kids
- IX. Unscheduled Business**



**Next regular meeting will be July 13, 2021**  
**Location: ZOOM**





209 North Ruby Street, Ellensburg WA 98926

## LIBRARY BOARD MEETING

Tuesday, May 11, 2021

ZOOM

PRESENT: Marty Blackson, Julie Cloninger, Andreina Delgado, Loretta Gray, Mary Holmgren, Andrea Sledge

COUNCIL LIASON: None

ABSENT: None

STAFF: Josephine Camarillo

- I. CALL TO ORDER: Holmgren called the meeting to order at 4:30 p.m.
- II. Approval of the Agenda: M/S/P
- III. Approval of the Minutes: M/S/P
- IV. Citizen Comment/Suggestions: None.
- V. Reports
  - A. Director's Report: (1) A new City Manager is starting May 17. (2) COVID-19 restrictions have been loosened. (3) The Library will be receiving two new check-out machines. (4) Circulation was a little low in March and April; in a historical context, this dip is normal.
  - B. Budget Report: The Library and Hal Holmes are in good shape.
  - C. Friends' Report: Books and other materials are sold on the honor system, which has been a great success.
- VI. Old Business
  - A. The Library and Hal Holmes made adjustments as the County moved into Phase 3: capacity increased to 50 percent, book-quarantine time reduced, and another computer opened.
- VII. New Business
  - A. Meeting with the new City Manager. She may attend one of our Board meetings.
  - B. PJ submitted her resignation. Josephine will send a thank-you card from us.
  - C. Library Board applicants. A notification will be placed in the newspaper.
- VIII. Upcoming Programs/Events: Staff is gearing up for the Summer Reading Program: Tails and Tales. The Program starts in June.
- IX. Unscheduled Business: Gratitude expressed for book notes in *The Daily Record*.

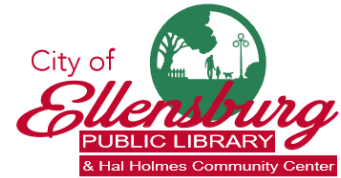
Next regular meeting will be June 8, 2021. Location: Zoom.

Respectfully submitted,

Loretta Gray

## LIBRARY DIRECTOR REPORT

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



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

### Director:

Library materials no longer needed to be quarantined. Items can now be returned inside the library. Alley book drop still open but 3<sup>rd</sup> Ave book drop continues to remain closed. Vaccinated patrons not required to wear a mask inside the building. Library adopted honor system on June 4<sup>th</sup>. Welcome desk is no longer staffed. Library will be hosting CWU intern Carolin Bigwood from June 23-July 31.

### Youth Services:

Department has seen increased patron traffic. We had the first school visit since last year this month (before opening) and Valley View students celebrated their Book Fair week by coming into the library to register for SRP.

### Technical Services:

535 items added to the collection, 327 items deleted from the collection during the last 30 days.

**Kanopy Stats:** Jan- 316, Feb- 229, March- 425, April-279, May- 283

### Circulation:

Department received two new self-checkout machines.

| Circulation Statistics | 21-May       | 21-Apr        | % chg       | 20-May       | % chg      | 2021 YTD      | 2020 YTD     | % chg      |
|------------------------|--------------|---------------|-------------|--------------|------------|---------------|--------------|------------|
| Physical Items         | 15483        | 16718         | -8%         | 2934         | 427%       | 84218         | 39771        | 111%       |
| Electronic Items       | 3552         | 3435          | 3%          | 3571         | -1%        | 18394         | 17794        | 3%         |
| <b>TOTAL</b>           | <b>15483</b> | <b>20,153</b> | <b>-30%</b> | <b>10492</b> | <b>32%</b> | <b>102612</b> | <b>57565</b> | <b>44%</b> |

Library Visits- 2662

New cardholders- 76

Total Card holders- 15,788



Window art by Alison Carpenter

**CHAPTER 6**  
**SECTION E**  
**PUBLIC USE OF CAMERA AND/OR VIDEO IN THE LIBRARY**  
**DRAFT**

**POLICY STATEMENT**

The public may take photos and/or videos in the library so long it does not interfere with library business or the public's use of the library. Photography and video recording are not permitted when doing so violates an individual's reasonable expectation of privacy or without their permission.

**PURPOSE**

The Ellensburg Public Library is a public place and as such, anyone may take photographs or videos in the public areas of the library, subject to [RCW 63.60](#) and the restrictions set forth in this policy.

**APPLICATION**

- Library staff reserves the right to stop any photography or video recording that appears to interfere with a patron's use of the library or the library's ability to conduct business, compromises public safety or security, results in the intimidation or harassment of library employees, or instigates any behaviors or activities defined as unacceptable by the library's Rules of Conduct.
- Photography or videos must avoid capturing identifiable likenesses of individuals without permission.
- Photos or videos of minors is prohibited without the explicit permission of the parent or legal guardian of the child.
- The library accepts no liability for the use of photos or video from other persons not of library staff.

*Adopted by the Library Board*