209 North Ruby Street, Ellensburg WA 98926

LIBRARY BOARD MEETING
4:30pm, Tuesday, January 11, 2021
In person Option: City Council Conference Room
ZOOM
https://us02web.zoom.us/j/85445610102?pwd=UCtFMWs2Y2M4NGF6SVEvazlxZnZtdz09
Meeting ID: 854 4561 0102
Passcode: 080319

AGENDA

I. Call to order; welcome guests
II. Approval of the Agenda
III. Approval of December 2021 minutes
IV. Citizen Comment/Suggestions
V. Reports
A. Director Report
B. Budget Report
C. Friends' Report

VI. Old Business
A. Board Retreat Agenda

VII. New Business
A. 2021 Statistics Review

VIII. Upcoming Programs/Events

Jan. 10	Library Book Club meeting
Jan. 19	Grab and Go: MLK Appreciation Mobile
Jan. 18	Friends of the Library meeting, 4pm HH
Jan. 20	Bookworms (grades 1-5), 3:30pm HH

IX. Unscheduled Business

Next regular meeting will be February 8, 2022
Location: City Council Conference Room or ZOOM

CITY OF ELLENSBURG **LIBRARY BOARD**
Date of Meeting: **December 14, 2021**
Time of Meeting: **4:30pm**
Place of Meeting: **Council Chamber/ZOOM**

Mary Holmgren, Chair, term expires December 31, 2021
Loretta Gray, Secretary, term expires December 31, 2022
Andreina Delgado, term expires December 31, 2023
Julie Cloninger, term expires December 31, 2024
Andrea Sledge, term expires December 31, 2021
Marty Blackson, term expires December 31, 2022
Mary James, term expires December 31, 2022

1. **CALL TO ORDER**
   Chair Holmgren called the meeting to order at 4:40pm

2. **ATTENDANCE**
   PRESENT: Marty Blackson, Julie Cloninger, Andreina Delgado, Mary Holmgren, Mary James, Andrea Sledge
   COUNCIL LIASON: None
   ABSENT: Loretta Gray
   VISITOR: None
   STAFF: Josephine Camarillo

3. **APPROVAL OF AGENDA**
   Motion made by Blackson to approve the agenda, seconded, **motion approved**.

4. **APPROVAL OF MINUTES**
   Motion made by James to approve November minutes, seconded, **motion approved**.

5. **CORRESPONDENCE AND CITIZEN COMMENTS**
   Note sent to library returning missing puzzle piece. Family had moved across the country and found a puzzle piece they believe belonged to a library puzzle. They commended the library and expressed appreciation for our dept. Another letter was sent with a monetary donation thank our dept. for our services.

6. **REPORTS**
   A. Director's Report: (1) Josephine gave presentation to DEI commission highlighting how the library has and continues to promote diversity, equity and inclusivity. (2) Staff celebrating holiday cheer every Wed in the break room. (3) Mobile printing now available at the library. (4) Wonderbooks now available in the youth department. These are preloaded audio picture books donated from the FOL (5) FOL also donated two new book club sets, How much of these hills are gold by C. Pam Zhang and Thursday murder club by Richard Osman.

B. Budget Report: November report presented. Budget doing well.

C. Friends of the Library Report: FOL purchased archival boxes and materials for our Local History dept.

7. OLD BUSINESS

A. Board Elections: 2022 Nomination slate- Chair Marty Blackson, Vice Chair Julie Cloninger and Secretary Lori Gray. Motion made by James to accept slate, seconded, **motion approved**.

B. Board term renewals: Holmgren and Sledge terms have been renewed and will expire Dec. 31, 2026.

8. NEW BUSINESS

A. Board Retreat: Feb 8, 2022, 3:30pm-7:00pm at City Council Chambers

B. Homelessness: Josephine reported a homeless tent set up in front of library that later moved to library alley. Public sent complaints and Josephine responded with empathy. Legally, library is a public facility and cannot remove people from camping on the grounds. Library/HH staff frequently checked in with the person and tried to direct her to local services to help her come off the streets. She has since moved on.

9. UPCOMING PROGRAMS

City Employee Appreciation scheduled for Dec. 15 with Library/HH staff 9:30am-10am. Youth holiday program in the HH on Dec. 15 1pm-3pm.

10. UNSCHEDULED BUSINESS

None

11. NEXT MEETING

January 11, 2022

12. ADJOURNMENT

With no further discussion, meeting adjourned at 5:00pm

Respectfully submitted,

Josephine Camarillo, Director

Drafted: 12-14-21

Approved: 1-11-22

LIBRARY DIRECTOR REPORT

TO: Library Board, City Manager
FROM: Josephine Camarillo, Library Director
DATE: January 2022

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

Director: City hosted a staff appreciation day for the Library/HH on Dec. 15th. They provided cocoa and cookies and our City Manager thanked us all for our work for the City.

Adult Services:
RJ is part of a City work group to determine the configuration of the new City website/webpage. Three laptops and three hotspots are ready to be checked out to the public. Our newly installed wireless printing has been a huge success with 117 pages printed in the first 30 days. Regina worked on organizing the "Clubs and organizations" area in the Archives. Rocket Languages database will be dropped due to little to no uses. Currently looking into Rosetta Stone as a replacement.

Youth Services:
Winter Holiday Activities with Santa & Community Art Collaborative (Peace Tree) well attended with 190 people within a 2 hour span. Online storytime taking a winter break.

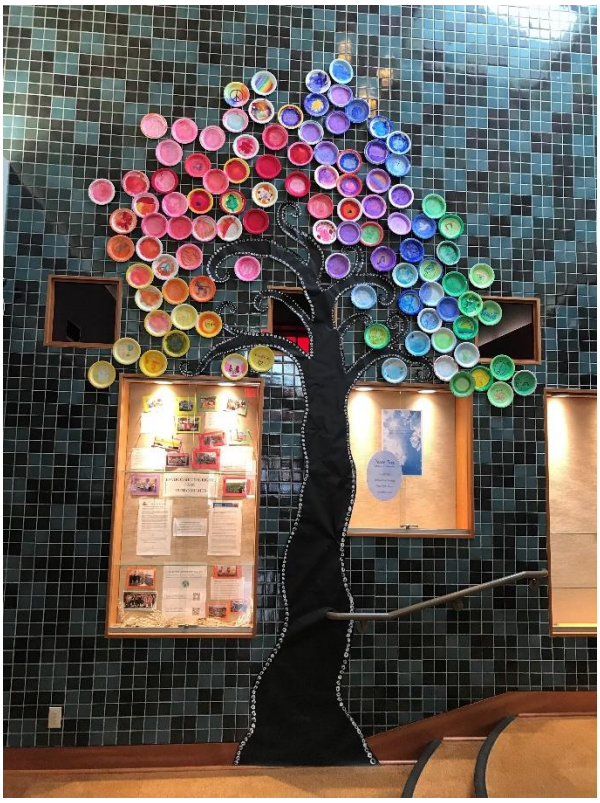
Technical Services:
408 items added to the collection, items 563 deleted from the collection during the last 30 days. Circ staff has been trained on all the Interlibrary Loan Procedures and the library will soon offer the service by March.

Hal Holmes: Total scheduled events: 48; 0 Private event, 4 Non-Profit events, 43 sponsored
Hal Holmes was busy this month with a return to larger community events. The month kicked off with the Holiday Gift Show with well over 500 people coming through the door – All were masked! We sponsored 2 Red Cross Blood Drives and at the end of December we hosted a 3-day a cold weather shelter for persons in our community needing a safe space from the elements. We hosted the first children's programing at EPL since the beginning of the pandemic in the auditorium and the parking lot. Another large event held at HH was the Care-A-Van Covid Vaccine Clinic with the WA State Department of Health and Central Washington Disability Resources. This event will be returning January 7th for persons needing their second dose.

Circulation:

Circulation Statistics	**21-Dec**	**21-Nov**	**% chg**	**20-Dec**	**% chg**	**2021 YTD**	**2020 YTD**	**% chg**
Physical Items	**8547**	**9432**	**-10%**	18239	**-54%**	**152996**	146862	**4%**
Electronic Items	**3958**	**3622**	**8%**	3793	**4%**	**43835**	44180	**-1%**
TOTAL	**12505**	**13,054**	**-4%**	22032	**-76%**	**196831**	191042	**3%**

Library Visits- 2359 New cardholders- 63 Total Card holders- 15,762



COMMUNITY PEACE TREE

YOUTH PROGRAM WITH SPECIAL GUEST

CITY EMPLOYEE APPRECIATION