

209 North Ruby Street, Ellensburg WA 98926

LIBRARY BOARD MEETING

4:30pm, Tuesday, March 8, 2022

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 February 2022 minutes**
- IV. Citizen Comment/Suggestions**
- V. Reports**
 - A. Director Report
 - B. Budget Report
 - C. Friends' Report
- VI. Old Business**
 - A. Patron Exclusion Policy
- VII. New Business**
 - A. In person programming for youth and adults- how to safely start back up
 - B. Staff retreat recap
- VIII. Upcoming Programs/Events**
 - March 12 Mask mandate LIFTED
 - March 14 Library Book Club, 3pm HH
 - March 22 Friends of the Library meeting, 4pm HH
 - March 21-25 Spring Break
- IX. Unscheduled Business**

Next regular meeting will be April 12, 2022

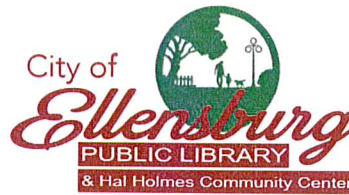
Location: City Council Conference Room or ZOOM

CITY OF ELLENSBURG

Date of Meeting:

Time of Meeting:

Place of Meeting:



LIBRARY BOARD

February 8, 2022

4:30pm

Council Chamber/ZOOM

Marty Blackson, Chair, term expires December 31, 2022

Julie Cloninger, Co-Chair, term expires December 31, 2024

Loretta Gray, Secretary, term expires December 31, 2022

Mary James, term expires December 31, 2022

Andreina Delgado, term expires December 31, 2023

Mary Holmgren, term expires December 31, 2026

Andrea Sledge, term expires December 31, 2026

1. CALL TO ORDER

Chair Blackson called the meeting to order at 4:35 pm

2. ATTENDANCE

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

COUNCIL LIASON: Monica Miller

ABSENT: Andrea Sledge

VISITOR: None

STAFF: Josephine Camarillo

3. APPROVAL OF AGENDA

Motion made by Holmgren to approve the agenda, seconded by James, **motion approved.**

4. APPROVAL OF MINUTES

Motion made by Cloninger to approve January minutes, seconded by Holmgren, **motion approved.**

5. CORRESPONDENCE AND CITIZEN COMMENTS

None

6. REPORTS

A. Director's Report: (1) The library was closed for two days because of the snowstorm. (2) Library/HH staff retreat takes place on February 25. (3) The Library plans to have a Seed Library. (4) Morgan Middle School students conducted research on local history. (5) Hotspots are available for checkout, and laptops are being prepared. (6) Youth Services prepared Grab & Go bags with an MLK theme; Youth Service will begin ZOOM storytime soon. (7) Adjustments to the collection and circulation statistics were discussed. (8) Hal Homes events discussed, including the availability of a warming shelter during the severe snow storm.

- B. Budget Report: The bottom line for 2021 was satisfactory. Areas of overspending were balanced by areas of underspending.
- C. Friends of the Library Report: There was a \$5000 donation at the end of year. A tea will take place in April.

7. OLD BUSINESS

- A. None.

8. NEW BUSINESS

- A. Patron Exclusion Parameters were discussed.

9. UPCOMING PROGRAMS

For February, the following are scheduled: I Love My Library Craft Station, Library Book Club meeting, Staff Retreat, and Friends of the Library meeting.

10. UNSCHEDULED BUSINESS

Brainstorming session and fundraising event for Library expansion will be addressed in the future.

11. NEXT MEETING

March 8, 2022

12. ADJOURNMENT

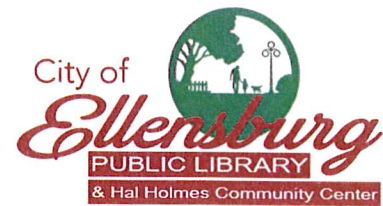
With no further discussion, meeting adjourned by Blackson at 5:10 pm

Respectfully submitted,

Loretta Gray, Secretary

LIBRARY DIRECTOR REPORT

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



Meetings: Staff, Supervisors, City Manager, Morning Rotary and Board, Arts Commission

Director:

Staff retreat was successful. Morning session was facilitated by Jillian DeBrtiz, Leadership/Life Coach that spoke about surviving and thriving and discussed staff DISC Assessments. Afternoon session involved safety procedures and Q/A with EPD Officer Jennifer Margheim. New Council member and Council Liaison Monica Miller was given a tour of the Library/HH.

Adult Services:

Six laptops and 3 hotspots now available for 1 week checkout. Length of checkout may be lengthened.

Youth Services:

Grab and go activity included a free book and paper craft. Summer Reading Program planning well underway.

Technical Services:

405 items added to the collection, items 856 deleted from the collection during the last 30 days.

Hal Holmes: Total scheduled events: 53; 3 Private event, 4 Non-Profit events, 46 sponsored

Hal Holmes provided a warming shelter for 3 days during the cold snap at the end of February. Safety training was held during the Library/HH retreat on Feb 25th.

Throughout the month employees signed up for a safety tour of both facilities, a fire drill was held, and all employees were trained on drug and drug paraphernalia identification and 'Sharps' disposal.

Circulation:

Seed Library starting soon! [Bookworms to Earthworms Seed Share | Ellensburg, WA](#)

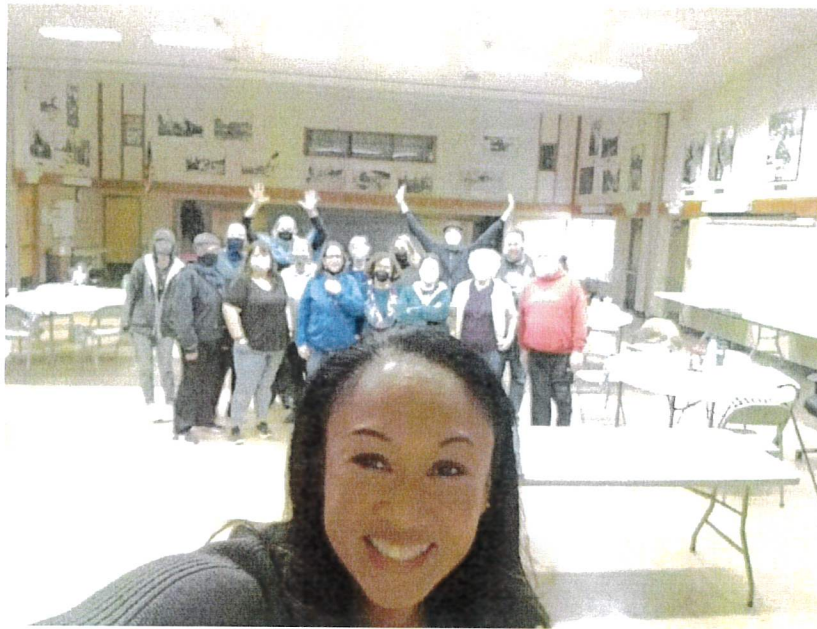


Circulation Statistics	Feb-22	Jan-22	% chg	Feb-21	% chg	2022 YTD	2021 YTD	% chg
Physical Items	8682	9774	-12%	14553	41%	18456	32113	-43%
Electronic Items	3543	3972	-12%	3710	-5%	7515	7743	-3%
TOTAL	12225	13,746	-12%	18263	-49%	25971	39856	-53%

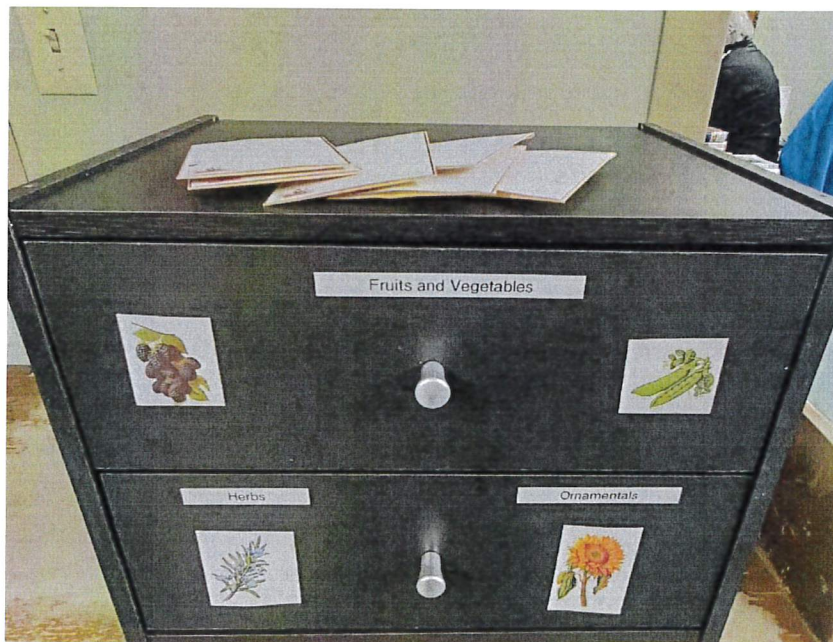
Library Visits- 2399

New cardholders- 77

Total Card holders- 15,919



Staff Retreat



Seed Library

Welcome to the World of Saving and Sharing Seeds!

Borrowing Seeds

The seeds you borrow from Bookworms to Earthworms Seed Share are lent to you at no financial cost, and **they are priceless.**

A commitment to growing plants from seeds is a gift to yourself. We hope you learn much, experience the joy of gardening, and enjoy the fruits of your labor.

At harvest time, please take some extra steps to save seeds for others. We ask that a portion of the seeds you save be returned to the seed lending library to keep the library self-sustaining. The more seeds in the library, the more members of our community can experience the pleasures of growing their own food.



Why Save Seeds?

Humans have been saving seeds for over 12,000 years. However, in our culture much of that knowledge has been lost over the last hundred years, along with significant biodiversity. When you grow and save your own seeds, you

- develop seed stock that is well suited to our climate
- save money
- mitigate our dependence on agribusiness

When you participate in the seed library, you create a culture of sharing and abundance.



The seed is hope; the flower is joy.

- Author *Unknown*

Support Bookworms to Earthworms Seed Share

The Bookworms to Earthworms Seed Share is supported by volunteers and donations.

Welcome to The Seed Library!



Bookworms to Earthworms Seed Share

OUR MISSION:

B.E.S.S. is a free seed project committed to providing equitable access to seeds and increasing the capacity of our community to feed itself wholesome food by fostering community, resilience, and self-reliance through a culture of sharing.

Located in the Ellensburg Public Library
209 N. Ruby Street
Ellensburg, WA 98926
www.ellensburglibrary.org

Monday-Friday 10-6
Saturday 10-2
Sunday Closed

New to Seed Saving?

Start with seeds that are labeled “easy.” These seeds are great for beginners and produce plants like the ones you planted.

We recommend you start with these:

- basil
- eggplant
- peas
- beans
- leeks
- peppers
- beets
- lettuce
- spinach
- carrots
- onions
- sunflowers
- chard
- parsley
- tomatoes

The seeds that are labeled “advanced” require special planning to preserve varietal purity. If certain precautions are not taken with them, then the next grower will not get the same plant. We want to ensure that the seeds that you return to the library are indeed what they claim to be. So please donate “advanced” saved seeds only after you have learned about isolating plants to prevent cross-pollination.

Library Organization

The library is first organized by type of plant: Fruits/Vegetables, Herbs and Ornamental.

There are dividers for each Common Name of the plants (IE: bean, tomato, basil, etc). Seeds are alphabetical behind the dividers.

How to Borrow Seeds

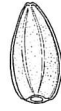
1. Fill out membership form in the binder located by the seed library.
2. Choose up to 5 seed packets, each from a different type or variety of plant.
3. Enjoy!

How to Donate and Return Seeds

First, read the Bookworms to Earthworms Seed Share brochure, **How to Save Seeds**.

Once you have collected seed from your easy-to-save crops, set aside some for yourself and some for the library in clearly labeled containers.

Seeds for the library should be clean. Please fill out a seed donation form for each type of seed being donated.



Learn More

- read about seed saving at your local library
- take seed saving classes
- join the *seedsavers.org* forum
- talk to experienced seed-saving gardeners
- keep good garden records

