

209 North Ruby Street, Ellensburg WA 98926

LIBRARY BOARD MEETING

4:30pm, Tuesday, November 8, 2022

In person option: City Council Conference Room

ZOOM

<https://us02web.zoom.us/j/89864693587?pwd=eDMvSUIlSWdNTT1ROQzcb2s4eGpUQT09>

Meeting ID: 898 6469 3587 Passcode: 562602

AGENDA

- I. Call to order, welcome guests**
- II. Approval of the Agenda**
- III. Approval of October 2022 minutes**
- IV. Citizen Comment/Suggestions**
- V. Reports**
 - A. Director Report
 - B. Budget Report
 - C. Friends of the Library Report
- VI. Unfinished Business**
 - A. 2023-2024 Library/HH Budget Update
 - B. Staff model revamp
- VII. New Business**
 - A. KCRLB presentation to County Commissioners
- VIII. Upcoming Programs/Events**
 - Nov. 14 Library Book Club monthly meeting, 3pm
 - Nov. 15 Cultural Conversations, HH 6pm
 - Nov. 15 FOL meeting, 4pm
 - Nov. 18 Family Date Night
 - Nov. 24/25 Library/HH closed
- IX. Unscheduled Business**



Next regular meeting will be December 13, 2022

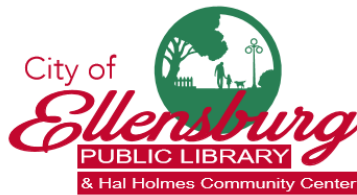
Location: City Council Conference Room or ZOOM

CITY OF ELLENSBURG

Date of Meeting:

Time of Meeting:

Place of Meeting:



LIBRARY BOARD

October 11, 2022

4:30pm

Council Conference Room/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 4:33 pm.

2. ATTENDANCE

PRESENT: Marty Blackson, Andreina Delgado, Loretta Gray, Mary James, Andrea Sledge

COUNCIL LIASON: Sarah Beauchamp

ABSENT: Julie Cloninger, Mary Holmgren

VISITOR: None

STAFF: Josephine Camarillo

3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES

Motion made by James to approve the September 2022 minutes, seconded by Gray, **motion approved.**

5. CORRESPONDENCE AND CITIZEN COMMENTS

None

6. REPORTS

- A. Director's Report (September): (1) City ordinance regulating public camping announced. (2) Position posted for Technical Services Supervisor. (3) Softball game played between City and County. (4) The Library co-sponsored a recovery panel discussion. (5) Adult Services has organized author visits and a Spanish/English conversation club. (6) Youth Services has a slate of popular activities. (7) Collection and circulation statistics were discussed. (8) Hal Holmes continues to hold many events.

B. Budget Report: The budget is on track.

C. Friends of the Library Report: The fall sale is coming up: October 15. Friends of the Library Appreciation Week is next week.

7. UNFINISHED BUSINESS

A. 2023-2024 Library/HH Budget update was discussed. Staffing is a priority.

8. NEW BUSINESS

A. New City Code/Ordinance 5.70 Regulating Public Camping was discussed.

9. UPCOMING PROGRAMS

For October, the following are scheduled: (1) Baby Bounce Storytime, (2) Friends of the Library Big Fall Book Sale, (3) Library Book Club meeting, (4) Two author visits: Rachel Brown, Matthew Sullivan (5) Retirement party for Carol.

10. UNSCHEDULED BUSINESS

A. A Board member has missed five consecutive meetings without communication. The City Code requires removal. Before initiating removal, the Board recommends that official notice be sent.

11. NEXT MEETING

November 8, 2022

12. ADJOURNMENT

With no further discussion, meeting adjourned by Blackson at 5:13.

Respectfully submitted,

Loretta Gray, Secretary

LIBRARY DIRECTOR REPORT

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



Meetings: Staff, Supervisors, City Attorney, Morning Rotary, Arts Commission

Director:

Month of October was difficult with multiple staff out on sick leave. Staff helped as much as they could but much of my regular work was affected. City presented preliminary 2023-24 budget to management. Carol Pederson has officially retired and Rez Hermann will be retiring December 30, 2022.



Adult Services:

Two author visits were occurred: October 21- Rachael Brown, October 22- Matthew Sullivan. Both presentations were great but attendance was low. Regina has officially transferred to the Technical Services Supervisor position but will continue to help Reference as the new supervisor is hired. Reference Supervisor position opened up and interviews to be conducted Nov. 8th.



Youth Services:

The department is getting busier! Saturdays are full with families trying to get their Library time in. The monthly passive programs are: Maker Space – spooky house stamps & the Activity Table – Bead Trees. Halloween Storytime Party on 10/31/22 was a BIG success! 75 adorable dinosaurs, chickens, princesses, super heroes, bumblebees, tigers..... and their adults! We danced with bubbles, we scared a big green monster, we made pumpkin puppets and shook our sillies out.

Technical Services:

440 items added to the collection, items 999 deleted from the collection during the last 30 days. Welcome Regina Tipton-Llamas as our new Technical Services Supervisor.

Hal Holmes: Total scheduled events: 59; 6 Private event, 6 Non-Profit events, 47 sponsored

Hal Holmes had a successful busy month with the Friends of the library huge, gigantic, enormous book sale, Kittitas county Early Learning Coalition's STREAM, three author talks, a Halloween dance, a haunted house and finishing up the month with Halloween story time. Staffing events with new technology needs and our equipment is our latest challenge as groups attempt, sometimes successfully sometimes not, to have an online audiences. This will be a focus for us in the coming months to address needs we accommodate.

Circulation:

Circulation Statistics	22-Oct	22-Sep	% chg	21-Oct	% chg	2022 YTD	2021 YTD	% chg
Physical Items	9940	9802	1%	8815	12%	100323	135017	-26%
Electronic Items	3997	3861	3%	3474	13%	38748	36255	6%
TOTAL	13937	13663	2%	12289	12%	139071	171272	-23%

Library Visits: 9354

New Cardholders: 118

Total Cardholders: 16,584