

209 North Ruby Street, Ellensburg WA 98926

LIBRARY BOARD MEETING
4:30pm, Tuesday, December 13, 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 November 2022 minutes**
- IV. Citizen Comment/Suggestions**
- V. Reports**
 - A. Director Report
 - B. Budget Report
 - C. Friends of the Library Report
- VI. Unfinished Business**
 - A. None
- VII. New Business**
 - A. Board opening and interviews
 - B. Board Retreat February 14, 2023
- VIII. Upcoming Programs/Events**
 - Dec. 14 Children's Christmas Storytime, HH 10:30am
 - Dec. 7/14/21 Read to a Dog, Library 4:30pm
 - Dec. 12 Library Book Club, HH 3pm
 - Dec. 20 FOL meeting, HH 4pm
 - Dec. 24-26 Library/HH closed
 - Dec. 31-Jan.2 Library/HH closed
- IX. Unscheduled Business**

Next regular meeting will be January 10, 2023
Location: City Council Conference Room or ZOOM

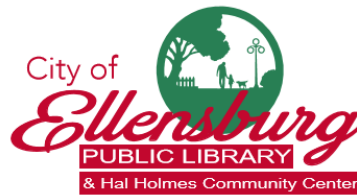


CITY OF ELLENSBURG

Date of Meeting:

Time of Meeting:

Place of Meeting:



LIBRARY BOARD

November 8, 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

Holmgren called the meeting to order at 4:34 pm.

2. ATTENDANCE

PRESENT: Andreina Delgado, Loretta Gray, Mary Holmgren, Mary James, Andrea Sledge

COUNCIL LIASON: Sarah Beauchamp

ABSENT: Marty Blackson, Julie Cloninger

VISITOR: None

STAFF: Josephine Camarillo

3. APPROVAL OF AGENDA

Motion made by Gray to approve the agenda, seconded by Sledge, **motion approved**.

4. APPROVAL OF MINUTES

Motion made by Sledge to approve the October 2022 minutes, seconded by Gray, **motion approved**.

5. CORRESPONDENCE AND CITIZEN COMMENTS/SUGGESTIONS

None

6. REPORTS

A. Director's Report: (1) Multiple staff took sick leave during October. (2) Rez Hermann is retiring at the end of the year. (3) Both author visits were successful. (4) Youth Services has been busy with a number of programs. (5) Regina Tipton-Llamas is the new Technical Services Supervisor. (6) Collection and circulation statistics were discussed. (7) Hal Holmes continues to hold various events, many of which have technological needs that current equipment cannot meet; accommodating needs will be the focus of future discussions (e.g., improving the sound system).

- B. Budget Report: The budget is on track, roughly 83% complete.
- C. Friends of the Library Report: (1) Advertising about the FOL was increased, (2) Book sale was a big success.

7. UNFINISHED BUSINESS

- A. The first reading of the 2023-2024 Library/HH Budget was discussed. Funding for the Integrated Library System was approved, and YS Assistant summer hours were also approved. Increases for three assistants' hours were not funded.
- B. A staff model readjustment plan was discussed.

8. NEW BUSINESS

- A. KCRLB gave a budget-request presentation to the County Commissioners. The Ellensburg Public Library's request for \$115,000 was approved.

9. UPCOMING PROGRAMS/EVENTS

For November, the following are scheduled: (1) Library Book Club meeting, (2) Friends of the Library meeting, (3) Cultural Conversations, (4) Family Date Night.

10. UNSCHEDULED BUSINESS

- A. None

11. NEXT MEETING

December 13, 2022

12. ADJOURNMENT

With no further discussion, meeting adjourned by Holmgren at 5:15.

Respectfully submitted,

Loretta Gray, Secretary

LIBRARY DIRECTOR REPORT

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



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

Director:

Library co-hosted Cultural Conversation on 11/15 featuring Fabiola Sierra from Peru. City DEI Commission hosted an event called "Belonging in the Burg" to hear how our current community feels living in Ellensburg. Venessa Vincent resigned from her Circ Assistant position for a full-time position at CWU library.



Adult Services:

Pyper began her position as Reference Associate Supervisor mid-November and is transitioning into her new department and new role. Regina is training Pyper on supervisory duties. She is also training RJ on Local History. He has already answered several Local History Research Requests. RJ attended an eBook conference.

Youth Services:

November's weekly storytimes concludes on the 30th to resume after the new year. We will miss Ms. Pyper but celebrate her move into more responsibility in the Reference department. The passive activities included a leaf decoration tutorial with Zentangles, a felt pie making table and a special pumpkin decorating area for teens – thanks to Cecilia Crow for the donated mini pumpkins from her garden!



Technical Services: 414 physical items added to the collection, 236 physical items deleted from the collection during the last month.

Regina is enjoying the precise nature of her new position as Tech Services Associate. She has organized her office and reorganized the Receiving and Processing area.

Christina is helping Regina understand workflow and cataloging/processing/mending tasks.

Regina helped interview her replacement in Reference and is now training Pyper on Reference Supervisor tasks. Regina is also training RJ on some Local History skills.

Hal Holmes: Total scheduled events:57; 4-Private event, 2-Non-Profit events, 51 sponsored

Hal Holmes was the venue for several new community events in November including the Community Labyrinth Project, World Café Community Communications, the community Thanksgiving vegetarian potluck and CWU's Philosophy department's PechaKucha night.

Circulation:

Circulation Statistics	22-Nov	22-Oct	% chg	21-Nov	% chg	2022 YTD	2021 YTD	% chg
Physical Items	9699	9940	-3%	9432	2%	110022	144449	-24%
Electronic Items	4047	3997	1%	3622	11%	42795	39817	7%
TOTAL	13746	13,937	-1%	13054	5%	152817	184266	-21%

Library Visits: 9167

New Cardholders: 111

Total Cardholders: 16,461