

1. **CALL TO ORDER**

The meeting was called to order at 5:57 p.m.

2. **ROLL CALL**

Position I	Vacant (12/21)	
Position II	Bethany Weathersby (12/19)	Present
Position III	Nancy Kirksey, President (12/21)	Present
Position IV	Neal Hawes, Vice-President (12/19)	Present
Position V	Vacant (12/21)	
Position VI	Kathleen Boyer (12/19)	Absent
Position VII	Logan Grabill-Brown (7/21)	Present

3. **MINUTES – January 10, 2018**

Neal Hawes/ Nancy Kirksey – Motion to accept the minutes was offered and seconded. The motion passed unanimously.

4. **BUSINESS FROM THE PUBLIC**

None.

5. **BOARD REPORT – GOOD OF THE ORDER**

No report.

6. **FRIENDS OF THE LIBRARY REPORT**

The Friends did not meet in April.

7. **OLD BUSINESS**

Reading for Fines for Juvenile Patrons – John Hunter

Hunter presented the library’s proposed “Youth Reading-for-Fines Policy.” (See attachment.)

Neal Hawes/Nancy Kirksey – Motion to adopt the policy, as presented. The motion passed unanimously.

8. **NEW BUSINESS**

Library Park Update – John Hunter

Hunter provided an update on improvements to Library Park. The concrete slab for the new picnic area has been installed. Five tables and two bicycle bollards will be purchased this month. The money provided by the Friends will cover all five tables and both bollards.

Sixteen new trees will be planted this month. The trees will be purchased through a donation from Woodburn Rotary Club.

9. MANAGER REPORTS

Library Statistics – January 2018-March 2018 – John Hunter

Quarterly performance statistics were presented. (See attachments.)

The board requested further information about Advantage e-book titles and how they could be purchased to increase circulation locally.

10. FUTURE BOARD BUSINESS

Next scheduled meeting is July 11, 2018.

11. ADJOURNMENT

Nancy Kirksey / Neal Hawes – Motion to adjourn meeting and seconded at 6:27 p.m.

Youth Reading-for-Fines Policy

Woodburn youth patrons (age 17 and under) may read away their overdue fines. This process is made available to facilitate access to library materials when: borrowing privileges are suspended due to overdue fines on the youth patron's individual account; and to otherwise offset any financial burden that overdue fines may represent to a family or household.

Procedure:

- Youth patrons wanting to read for fines must check in with library staff at the youth services desk.
- The patron who will be reading for fines must be seated at a space designated by library staff.
- Patrons should bring or select their own book(s) to read during the agreed-upon reading period.
- Patrons must read for a minimum of 15 minutes and a maximum of 30 minute in one session.
- Reading times must be agreed upon in advance and will be tracked by a timer.
- At the end of the reading period, library staff will waive \$1.00 from the youth patron's individual account for each 15 minutes that the patron read with intent.
- Patrons must actively read. For this reason, we strongly encourage participants to select reading material that is enjoyable.
- If patrons are not actively reading, youth services staff will warn the patron that the time period may not qualify for a waiving of fines.
- Repeated failure to successfully complete a reading-for-fines session may prevent future participation in the reading-for-fines program.

Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
January 2018

Collections		Jan-18	Jan-17	Trend
	Number of physical units or licenses added	303	390	-

Services		Jan-18	Jan-17	Trend
	Total public service hours	213	195	9%
	Library visits	9,673	9,000	7%
	Library2Go circulation	1,755	1,217	44%
	First time circulation	12,590	11,664	8%
	Renewals	2,092	1,882	11%
	Total number of reference transactions	511	551	-7%
	Total number of miscellaneous transactions	2,422	2,220	9%
Programs or Presentations				
	Number of children's programs	24	26	-
	Number of persons attending children's programs (adults and children)	334	234	-
	Number of young adult programs	2	2	-
	Number of persons attending young adult programs (adults and children)	2	1	-
	Number of programs for adults	8	9	-
	Number of persons attending programs for adults	48	87	-
	Meeting room bookings	29	42	-
Interlibrary Loans Lent				
	Number transacted using a shared catalog (CCRLS)			0%
	Number made to all other libraries		-	
	Total loans to other libraries		-	0%
Interlibrary Loans Borrowed				
	Number transacted using a shared catalog (CCRLS)			0%
	Number made from all other libraries	18	14	29%
	Total loans from other libraries		14	-100%

Other Information		Jan-18	Jan-17	Trend
	Total number of volunteers	12	13	-
	Total volunteer hours	112.25	76.50	47%

Library Technology		Jan-18	Jan-17	Trend
	Total number of users of public Internet computers	2,075	1,792	16%
	Total number of connections to public wireless Internet	9,618	5,739	68%

Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
February 2018

Collections		Feb-18	Feb-17	Trend
	Number of physical units or licenses added	463	353	-

Services		Feb-18	Feb-17	Trend
	Total public service hours	195	199	-2%
	Library visits	9,011	9,563	-6%
	Library2Go circulation	1,500	1,244	21%
	First time circulation	10,353	10,680	-3%
	Renewals	1,921	1,976	-3%
	Total number of reference transactions	416	623	-33%
	Total number of miscellaneous transactions	2,007	2,146	-6%
Programs or Presentations				
	Number of children's programs	31	17	-
	Number of persons attending children's programs (adults and children)	460	133	-
	Number of young adult programs	2	2	-
	Number of persons attending young adult programs (adults and children)	20	-	-
	Number of programs for adults	7	6	-
	Number of persons attending programs for adults	37	41	-
	Meeting room bookings	46	42	-
Interlibrary Loans Lent				
	Number transacted using a shared catalog (CCRLS)			0%
	Number made to all other libraries		-	
	Total loans to other libraries		-	0%
Interlibrary Loans Borrowed				
	Number transacted using a shared catalog (CCRLS)			0%
	Number made from all other libraries	16	17	-6%
	Total loans from other libraries		17	-100%

Other Information		Feb-18	Feb-17	Trend
	Total number of volunteers	13	12	-
	Total volunteer hours	85.50	63.25	35%

Library Technology		Feb-18	Feb-17	Trend
	Total number of users of public Internet computers	1,737	2,005	-13%
	Total number of connections to public wireless Internet	9,421	5,237	80%

Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
March 2018

Collections		Mar-18	Mar-17	Trend
	Number of physical units or licenses added	547	542	-

Services		Mar-18	Mar-17	Trend
	Total public service hours	224	229	-2%
	Library visits	11,135	11,895	-6%
	Library2Go circulation	1,834	1,441	27%
	First time circulation	11,274	12,414	-9%
	Renewals	1,998	2,144	-7%
	Total number of reference transactions	474	581	-18%
	Total number of miscellaneous transactions	2,639	3,112	-15%

Programs or Presentations				
	Number of children's programs	19	34	-
	Number of persons attending children's programs (adults and children)	483	822	-
	Number of young adult programs	2	2	-
	Number of persons attending young adult programs (adults and children)	83	79	-
	Number of programs for adults	8	10	-
	Number of persons attending programs for adults	69	122	-
	Meeting room bookings	50	45	-

Interlibrary Loans Lent				
	Number transacted using a shared catalog (CCRLS)		4,533	0%
	Number made to all other libraries			
	Total loans to other libraries		4,533	0%

Interlibrary Loans Borrowed				
	Number transacted using a shared catalog (CCRLS)		4,834	0%
	Number made from all other libraries	16	21	-24%
	Total loans from other libraries		4,855	-100%

Other Information		Mar-18	Mar-17	Trend
	Total number of volunteers	13	15	-
	Total volunteer hours	68.00	90.25	-25%

Library Technology		Mar-18	Mar-17	Trend
	Total number of users of public Internet computers	1,308	2,562	-49%
	Total number of connections to public wireless Internet	11,441	6,084	88%