

1. **CALL TO ORDER**

The meeting was called to order at 6:09 p.m.

2. **ROLL CALL**

Position I	Vacant (12/17)	
Position II	Bethany Weathersby (12/19)	Present
Position III	Nancy Kirksey, President (12/17)	Present
Position IV	Neal Hawes, Vice-President (12/19)	Present
Position V	Ian Niktab (12/17)	Present
Position VI	Kathleen Boyer (12/19)	Present
Position VII	Logan Grabill-Brown (7/17)	Present

3. **MINUTES – April 12, 2017**

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

4. **BUSINESS FROM THE PUBLIC**

None.

5. **BOARD REPORT**

None.

6. **FRIENDS OF THE LIBRARY REPORT**

The Friends did not meet in July. Their next scheduled meeting is Tuesday, October 10.

7. **OLD BUSINESS**

Building and Landscape Enhancements – John Hunter

Hunter informed the board that repairs on the library roof had begun and gave a description of the scope of work. (See attachment.)

8. **NEW BUSINESS**

None.

9. **MANAGER REPORTS**

Library Statistics – April 2017-June 2017 – John Hunter

Quarterly performance statistics were presented. (See attachment.)

10. **FUTURE BOARD BUSINESS**

Next scheduled meeting is October 11, 2017.

11. ADJOURNMENT

Neal Hawes/Kathleen Boyer– Motion to adjourn meeting and seconded at 6:38 p.m.

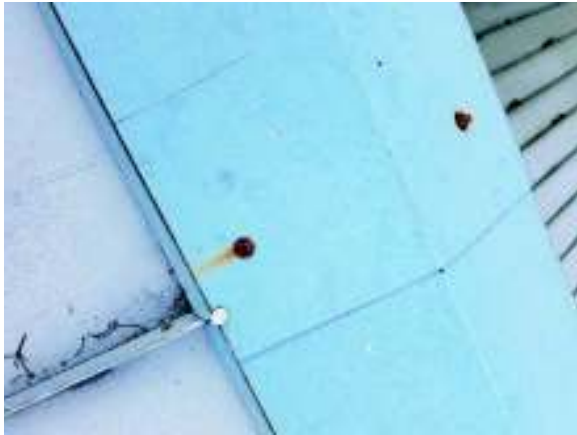
Library Roof Needs Summary

February 2017

Norm Knutson from *RCI Sheetmetal*, who was recommended by *A-Tech Northwest* roof consulting, visited the library twice in January 2017 to walk the roof and determine the source of the significant number of leaks in the building.

His conclusions are: 1) that the metal roof surfaces are substantially intact except for the ridge cap, which has rusted screws and loose pieces; 2) that the flat plywood-and-asphalt valley portion of the main reading room roof needs a full replacement as it is brittle and has a hole; 3) the roof and gutters need annual cleaning, as the accumulation of debris is contributing to the leaks by creating ponds and by forcing water under the metal roof; and 4) the windows throughout the library need to be caulked to prevent water intrusion.

1) Metal ridge cap:



2) Plywood-and-asphalt valley over main reading room:



Youth roof valley likely needs replacement, too:



3) Roof and gutters need annual cleaning to prevent debris accumulation:



4) Window caulking is substantially missing:



Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
April 2017

Collections		Apr-17	Apr-16	Trend
	Number of physical units or licenses added	179	141	-

Services		Apr-17	Apr-16	Trend
	Total public service hours	208	215	-3%
	Library visits	10,055	11,057	-9%
	Library2Go circulation	1,482	1,091	36%
	Total circulation (physical items)	12,603	13,360	-6%
	Total number of reference transactions	464	571	-19%
	Total number of miscellaneous transactions	2,337	2,441	-4%

Programs or Presentations				
	Number of children's programs	21	30	-
	Number of persons attending children's programs (adults and children)	707	1,003	-
	Number of young adult programs	2	3	-
	Number of persons attending young adult programs (adults and children)	2	6	-
	Number of programs for adults	7	5	-
	Number of persons attending programs for adults	32	25	-
	Meeting room bookings	37	26	-

Interlibrary Loans Lent				
	Number transacted using a shared catalog (CCRLS)			
	Number made to all other libraries		-	
	Total loans to other libraries	-	-	
Interlibrary Loans Borrowed				
	Number transacted using a shared catalog (CCRLS)			
	Number made from all other libraries	21	19	11%
	Total loans from other libraries	21	19	11%

Other Information		Apr-17	Apr-16	Trend
	Total number of volunteers	14	11	-
	Total volunteer hours	112.00	57.50	95%

Library Technology		Apr-17	Apr-16	Trend
	Total number of users of public Internet computers	2,000	2,341	-15%
	Total number of connections to public wireless Internet	5,641	5,160	9%

Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
May 2017

Collections		May-17	May-16	Trend
	Number of physical units or licenses added	347	523	-

Services		May-17	May-16	Trend
	Total public service hours	222	217	2%
	Library visits	9,683	10,232	-5%
	Library2Go circulation	1,449	1,204	20%
	Total circulation (physical items)	12,991	12,719	2%
	Total number of reference transactions	373	587	-36%
	Total number of miscellaneous transactions	2,102	2,776	-24%

Programs or Presentations				
	Number of children's programs	32	15	-
	Number of persons attending children's programs (adults and children)	2,464	161	-
	Number of young adult programs	2	3	-
	Number of persons attending young adult programs (adults and children)	1	8	-
	Number of programs for adults	6	5	-
	Number of persons attending programs for adults	69	52	-
	Meeting room bookings	31	22	-

Interlibrary Loans Lent				
	Number transacted using a shared catalog (CCRLS)			
	Number made to all other libraries		-	
	Total loans to other libraries	-	-	
Interlibrary Loans Borrowed				
	Number transacted using a shared catalog (CCRLS)			
	Number made from all other libraries	19	16	19%
	Total loans from other libraries	19	16	19%

Other Information		May-17	May-16	Trend
	Total number of volunteers	13	12	-
	Total volunteer hours	93.00	88.00	6%

Library Technology		May-17	May-16	Trend
	Total number of users of public Internet computers	1,944	2,225	-13%
	Total number of connections to public wireless Internet	5,326	5,223	2%

Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
June 2017

Collections		Jun-17	Jun-16	Trend
	Number of physical units or licenses added	339	552	-
Services				
	Total public service hours	220	230	-4%
	Library visits	11,221	11,875	-6%
	Library2Go circulation	1,408	1,096	28%
	Total circulation (physical items)	13,460	14,695	-8%
	Total number of reference transactions	455	628	-28%
	Total number of miscellaneous transactions	2,726	3,578	-24%
Programs or Presentations				
	Number of children's programs	32	21	-
	Number of persons attending children's programs (adults and children)	2,882	497	-
	Number of young adult programs	-	1	-
	Number of persons attending young adult programs (adults and children)	-	-	-
	Number of programs for adults	8	4	-
	Number of persons attending programs for adults	46	16	-
	Meeting room bookings	17	19	-
Interlibrary Loans Lent				
	Number transacted using a shared catalog (CCRLS)	4,067	4,281	
	Number made to all other libraries			
	Total loans to other libraries	4,067	4,281	
Interlibrary Loans Borrowed				
	Number transacted using a shared catalog (CCRLS)	4,795	4,917	
	Number made from all other libraries	17	23	-26%
	Total loans from other libraries	4,812	4,940	-3%
Other Information				
	Total number of volunteers	12	12	-
	Total volunteer hours	77.25	75.00	3%
Library Technology				
	Total number of users of public Internet computers	2,295	2,782	-18%
	Total number of connections to public wireless Internet	6,255	5,584	12%