

Lacey Library Board Minutes, ACCEPTED October 12, 2016

June 8, 2016 (Lacey Timberland Library Meeting Room)

Present: Scott Kankelborg, Marti Rutishauser, Helen Spalding, Joonick Ahn,

TRL Staff: Holly Paxson

Absent: Andrew Metcalf

Chair, Scott Kankelborg called the meeting to order at 5:05 pm

Announcements: Reminder to seek possible Board candidates.

Agenda: Approved

Public Comment: None

Minutes, March 9, 2016: Approved as amended.

Library Manager's Report - Holly Paxson

Holly distributed the Report (see attached) and highlighted the following items:

Lacey Youth staff are scheduling the summer reading program.

A donation from a local book group in memoriam of their member, Beverly Watt, of two beautiful benches were added to the recent furniture replacement with memorial plaques.

Circulation in May decreased from one year ago. Digital item increased from last year.

Draft review of the Service Point Analysis request was distributed. Discussion followed with the Board agreeing that the request had addressed all issues. The City Council will be submitting the request to the Timberland Regional Library.

Capital Budget Request - Holly Paxson distributed the request for Shaded Film Insulation. (Approved minutes will have the Capital Budget Request attached.) The Proposal was approved as amended with the total cost to be clarified. Holly will submit the amended proposal to the City of Lacey.

Old Business - None

New Business - the next Lacey Library Board meeting will be September 14, 2016 at 5:30 pm.

Meeting adjourned: 5:43pm

Lacey Library Board
Library Manager's Report
Presented on June 8, 2016
For March/April/May 2016

Library News:

Lacey welcomed three new staff in April: Youth Library Associate Naomi Bell & Library Aides Mary Clark & Melissa Barrett. Interviews for our vacant Aide position will be conducted in June.

We celebrated our building's 25th anniversary in grand style in March. A two-week time capsule activity invited patrons to share their favorite things about their library now, and their imaginings of the library in 25 years. The time capsule will be officially sealed in May (after we take a staff photo for inclusion) and will be reopened at the library's 50th anniversary in 2041. A Ukulele concert followed by a historical slideshow storytime of the construction of our beautiful library wrapped up the festivities on March 26th.

The Lacey Library was closed May 19 for our annual Spring training day. Staff conducted a fire drill & safety review, brainstormed activities in support of TRL's Strategic Plan for 2017, had a staff appreciation luncheon where I presented the 25th anniversary slideshow, and expanded display spaces in Adult Reference and the Young Adult area. As always, we appreciate the opportunity to take a day to work together and improve our training & knowledge to better serve our patrons.

Congratulations to Lacey youth staff, who are on track to schedule summer reading visits to ALL 13 North Thurston elementary schools this year!

Timberland News:

The TRL Board of Trustees held their monthly meeting at Lacey in April, where they admired the new Friends-funded furniture & heard about the history of our library. The TRL Board takes turns having meetings at all TRL libraries, which means Lacey enjoys this honor about once every 4 years! It was wonderful to host the Board in 2016 & many thanks to the Lacey Friends for providing funds for refreshments.

Trying something new this year, TRL hosted three Friends & Board Forum luncheons in three different counties. Each Forum lasted 3 hours & featured keynote speakers and networking opportunities. Reviews of the new format were positive, especially the length. TRL will take this feedback into consideration when planning the Forums for 2017.

On Your Mark, Get Set, Read! The TRL Summer Reading Program kicks off with reading, programs, and activities focused around fitness, movement, sports, and teams. The Summer Reading Program is open to children birth to age 18 to attend programs, participate in reading challenges & activities, and earn prizes for reading this summer. Materials will be available after school's out in each community (Monday June 20th at Lacey).

Even though TRL was unable to find a new home for the Hawks Prairie Kiosk, a new partnership with Lacey Fire District 3 has enabled TRL to locate an outside book drop in the parking areas of two fire stations in that area. Station 34, south of I-5 is located at 8407 Steilacoom Road SE (near the Recreational Athletic Complex or RAC) and Station 35, is north of I-5 and is located at 3701 Willamette Drive near the Jubilee subdivision. Both book drop locations are now open to return any Timberland library materials.

Service Story:

March

This March marked the 25th anniversary for our Lacey Timberland Library facility. An enormous joint fundraising effort between City of Lacey, TRL, and the community resulted in Lacey's current beautiful building opening in March 1991, going from 4,700 sq. feet to 20,000 sq. feet in one fell swoop. We celebrated with a concert by community group Olympia Aloha Ukulele Pu'ukani followed by a retrospective slideshow and a time capsule event, where attendees wrote what they love about their library now and what they imagine the library will be like in 25 years. We'll open and share those comments in 2041, on our 50th. Happy anniversary, Lacey Library!

Submitted by Holly Paxson, Library Manager

April

The Young family came in and were super-thrilled to have won the Family Read & Sing Aloud backpack. The mom mentioned that her own mother is a librarian and got teary eyed when she heard the news. She also wanted to thank Kendra for doing a perfect job of customizing the pack.

Submitted by Kristi Selby, Senior Youth Librarian

Yesterday, I helped a young patron who was searching for a book on Malala Yousafzai. She was inspired by Rachel's "Who runs the world? GIRLS" display, and wanted books on strong female leaders. After I helped her find a few books (and after she told me that she LOVES the library) she asked me how to use the catalog computers. I showed her how to narrow a search down to our specific library and she was like, "Okay, let me at it!" and got deep into searching for books. It was so great to see how patrons can be inspired by displays even if they don't take a book off of them!

Submitted by Naomi, Youth Associate

May

I had the privilege of facilitating a donation from a local book group who wished to make a donation in memoriam of their member Beverly Watt, who passed away last year. The group donated over \$500 for the purchase of two beautiful benches that were added as part of our recent furniture replacement project. Each bench has a memorial plaque stating 'Bev's Book Club' donated the bench in her memory. Per the club's instructions, I notified Paul Watt, Bev's spouse, that the group had made this donation (unbeknownst to him!) and invited him to see the benches and plaques. He visited the library this month, and said "I took my niece over to the library with me & she took pictures and emailed them to a number of Bev's friends and relatives. All of the people who responded were appreciative and touched. It is so heartwarming to have her remembered in such a way, especially given her background in the arts and literature."

Submitted by Holly Paxson, Library Manager

Programming:

March

Youth: 13 programs attended by 552 people

Adult: 12 programs attended by 345 people

April

Youth: 8 programs attended by 150 people

Adult: 14 programs attended by 205 people

May

Youth: 2 programs attended by 27 people

Adult: 9 programs attended by 180 people

All Ages: National Read-A-Thon with 70 participants who read 1,929 pages in 4 hours.

Free Comic Book Day gave out free comics to 220 youth, teens & adults.

Outreach:

March

Youth: Thurston Together Clubhouse visit, St. Andrews preschool tour, NTSD librarians meeting, Raising a Reader event reached 147 kids, parents, and teachers.

April

Youth: Hawks Prairie Headstart tour, NTSD librarians meeting, presentation on college resources to North Thurston High School reached 68 kids, parents, & teachers.

May

Youth: 6 schools visits promoting the TRL Summer Reading Program to Lacey, Holy Family, Evergreen Forest, Horizons, Chambers Prairie, & Olympic View elementary schools reached a total of 2,062 students!

Circulation:

We checked out **74,513** physical & digital items in **March**, about the same as **March** of **2015**.

We checked out **71,272** physical & digital items in **April**, about the same as **April** of **2015**.

We checked out **69,697** physical % digital items in **May**, an increase of 2.7% over **May** of **2015**.

The library was visited by **30,610** patrons in **March**, an increase of 5.7% over **March** of **2015**.

The library was visited by **26,655** patrons in **April**, a decrease of 2% over **April** of **2015**.

The library was visited by **24,104** patrons in **May**, about the same as **May** of **2015**.

Building:

A new rocking chair made possible by a generous donor to the Friends has been installed in the Children's area next to the folk & fairy tale collection. The lounge furniture replacement project has been completed and everyone is enjoying the new furniture & benches very much.

The City has arranged for Sunset Air to perform routine maintenance on the HVAC system to get the library ready for summer. So far the HVAC system is functioning normally.

Submitted by Holly Paxson, Lacey Library Manager

June 4, 2016