	City of Woodburn	
woodburn PUBLIC LIBRARY	**Public Library Board Minutes** April 12, 2017 ● 6:00 p.m.	WOODBURN *Incorporated 1889*

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)	Absent
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 – October 12, 2016**
   Kathleen Boyer/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 met on April 11. The Friends recently approved new bylaws, but there is some dissent about the new dues structure that will be revisited at a future meeting.

7. **OLD BUSINESS**
   None.

7. **NEW BUSINESS**
   Building and Landscape Enhancements – John Hunter
   Hunter provided an update regarding a hoped-for picnic area that may get its start with the outdoor restroom project, which will be constructed this summer. Hunter also provided an update on the condition of the roof with emphasis on the likelihood that repairs will be performed in the coming fiscal year.

   Music in the Park Preview and Update – John Hunter

Music in the Park is fully funded for the year through the sale of adequate sponsorships. The schedule is set, and Bruce Thomas from Yes Graphics will be working on posters to enhance promotion efforts this year.

8. **MANAGER REPORTS**
   Library Statistics – October 2016-March 2017 – John Hunter
   Quarterly performance statistics were presented. (See attachment.)

9. **FUTURE BOARD BUSINESS**
   Next scheduled meeting is July 12, 2017.

10. **ADJOURNMENT**
    Kathleen Boyer/Neal Hawes – Motion to adjourn meeting and seconded at 6:42 p.m.

Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
October 2016

Collections	Oct-16	Oct-15	Trend
Number of physical units or licenses added	387	392	-

Services	Oct-16	Oct-15	Trend
Total public service hours	221	224	-1%
Library visits	11,419	11,142	2%
Library2Go circulation	1,126	1,011	11%
Total circulation (physical items)	15,039	13,793	9%
Total number of reference transactions	522	676	-23%
Total number of miscellaneous transactions	2,258	2,959	-24%
Programs or Presentations			
Number of children's programs	34	27	-
Number of persons attending children's programs (adults and children)	351	616	-
Number of young adult programs	2	5	-
Number of persons attending young adult programs (adults and children)	1	11	-
Number of programs for adults	8	6	-
Number of persons attending programs for adults	118	32	-
Interlibrary Loans Lent			
Number transacted using a shared catalog (CCRLS)			n/a
Number made to all other libraries	-	-	n/a
Total loans to other libraries			n/a
Interlibrary Loans Borrowed			
Number transacted using a shared catalog (CCRLS)			n/a
Number made from all other libraries	14	14	n/a
Total loans from other libraries			n/a

Other Information	Oct-16	Oct-15	Trend
Total number of volunteers	11	12	-
Total volunteer hours	65.75	96.25	-32%

Library Technology	Oct-16	Oct-15	Trend
Total number of users of public Internet computers	2,410	2,523	-4%
Total number of connections to public wireless Internet	6,721	5,421	24%

Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
November 2016

Collections	Nov-16	Nov-15	Trend
Number of physical units or licenses added	309	374	-

Services	Nov-16	Nov-15	Trend
Total public service hours	206	199	4%
Library visits	9,948	10,175	-2%
Library2Go circulation	1,229	941	31%
Total circulation (physical items)	13,910	13,042	7%
Total number of reference transactions	511	632	-19%
Total number of miscellaneous transactions	2,122	2,550	-17%
Programs or Presentations			
Number of children's programs	24	22	-
Number of persons attending children's programs (adults and children)	259	256	-
Number of young adult programs	2	4	-
Number of persons attending young adult programs (adults and children)	2	13	-
Number of programs for adults	7	7	-
Number of persons attending programs for adults	69	46	-
Interlibrary Loans Lent			
Number transacted using a shared catalog (CCRLS)			n/a
Number made to all other libraries	-	-	n/a
Total loans to other libraries			n/a
Interlibrary Loans Borrowed			
Number transacted using a shared catalog (CCRLS)			n/a
Number made from all other libraries	15	11	n/a
Total loans from other libraries			n/a

Other Information	Nov-16	Nov-15	Trend
Total number of volunteers	14	10	-
Total volunteer hours	92.50	60.75	52%

Library Technology	Nov-16	Nov-15	Trend
Total number of users of public Internet computers	2,012	2,104	-4%
Total number of connections to public wireless Internet	6,253	4,866	29%

Woodburn Public Library
Monthly Statistics Reported to the Oregon State Library
December 2016

Collections	Dec-16	Dec-15	Trend
Number of physical units or licenses added	372	433	-

Services	Dec-16	Dec-15	Trend
Total public service hours	196	219	-11%
Library visits	8,533	9,721	-12%
Library2Go circulation	1,267	1,044	21%
Total circulation (physical items)	12,762	13,253	-4%
Total number of reference transactions	457	617	-26%
Total number of miscellaneous transactions	2,183	2,253	-3%
Programs or Presentations			
Number of children's programs	20	20	-
Number of persons attending children's programs (adults and children)	231	269	-
Number of young adult programs	-	4	-
Number of persons attending young adult programs (adults and children)	-	12	-
Number of programs for adults	8	4	-
Number of persons attending programs for adults	39	42	-
Interlibrary Loans Lent			
Number transacted using a shared catalog (CCRLS)			n/a
Number made to all other libraries	-	-	n/a
Total loans to other libraries			n/a
Interlibrary Loans Borrowed			
Number transacted using a shared catalog (CCRLS)			n/a
Number made from all other libraries	5	15	n/a
Total loans from other libraries			n/a

Other Information	Dec-16	Dec-15	Trend
Total number of volunteers	12	13	-
Total volunteer hours	83.00	87.25	-5%

Library Technology	Dec-16	Dec-15	Trend
Total number of users of public Internet computers	1,830	1,816	1%
Total number of connections to public wireless Internet	5,392	4,632	16%

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

Collections	Jan-17	Jan-16	Trend
Number of physical units or licenses added	390	154	-

Services	Jan-17	Jan-16	Trend
Total public service hours	195	203	-4%
Library visits	9,000	10,591	-15%
Library2Go circulation	1,217	1,135	7%
Total circulation (physical items)	13,546	14,773	-8%
Total number of reference transactions	551	562	-2%
Total number of miscellaneous transactions	2,220	2,479	-10%
Programs or Presentations			
Number of children's programs	26	25	-
Number of persons attending children's programs (adults and children)	234	436	-
Number of young adult programs	2	2	-
Number of persons attending young adult programs (adults and children)	1	10	-
Number of programs for adults	9	6	-
Number of persons attending programs for adults	87	53	-
Meeting room bookings	42	20	-
Interlibrary Loans Lent			
Number transacted using a shared catalog (CCRLS)			n/a
Number made to all other libraries	-	1	n/a
Total loans to other libraries	-	1	n/a
Interlibrary Loans Borrowed			
Number transacted using a shared catalog (CCRLS)			n/a
Number made from all other libraries	14	14	n/a
Total loans from other libraries	14	14	n/a

Other Information	Jan-17	Jan-16	Trend
Total number of volunteers	13	17	-
Total volunteer hours	76.50	84.17	-9%

Library Technology	Jan-17	Jan-16	Trend
Total number of users of public Internet computers	1,792	2,155	-17%
Total number of connections to public wireless Internet	5,739	5,380	7%

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

Collections	Feb-17	Feb-16	Trend
Number of physical units or licenses added	353	527	-

Services	Feb-17	Feb-16	Trend
Total public service hours	199	204	-2%
Library visits	9,563	11,107	-14%
Library2Go circulation	1,244	1,043	19%
Total circulation (physical items)	12,656	14,340	-12%
Total number of reference transactions	623	709	-12%
Total number of miscellaneous transactions	2,146	2,671	-20%
Programs or Presentations			
Number of children's programs	17	21	-
Number of persons attending children's programs (adults and children)	133	243	-
Number of young adult programs	2	3	-
Number of persons attending young adult programs (adults and children)	-	8	-
Number of programs for adults	6	5	-
Number of persons attending programs for adults	41	43	-
Meeting room bookings	42	30	-
Interlibrary Loans Lent			
Number transacted using a shared catalog (CCRLS)			n/a
Number made to all other libraries	-	-	n/a
Total loans to other libraries	-	-	n/a
Interlibrary Loans Borrowed			
Number transacted using a shared catalog (CCRLS)			n/a
Number made from all other libraries	17	15	n/a
Total loans from other libraries	17	15	n/a

Other Information	Feb-17	Feb-16	Trend
Total number of volunteers	12	11	-
Total volunteer hours	63.25	78.50	-19%

Library Technology	Feb-17	Feb-16	Trend
Total number of users of public Internet computers	2,005	2,357	-15%
Total number of connections to public wireless Internet	5,237	5,474	-4%

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

Collections	Mar-17	Mar-16	Trend
Number of physical units or licenses added	542	683	-

Services	Mar-17	Mar-16	Trend
Total public service hours	229	231	-1%
Library visits	11,895	13,051	-9%
Library2Go circulation	1,441	1,091	32%
Total circulation (physical items)	14,558	16,375	-11%
Total number of reference transactions	581	601	-3%
Total number of miscellaneous transactions	3,112	2,517	24%
Programs or Presentations			
Number of children's programs	34	42	-
Number of persons attending children's programs (adults and children)	822	589	-
Number of young adult programs	2	2	-
Number of persons attending young adult programs (adults and children)	79	4	-
Number of programs for adults	10	6	-
Number of persons attending programs for adults	122	46	-
Meeting room bookings	45	36	-
Interlibrary Loans Lent			
Number transacted using a shared catalog (CCRLS)	4,533	4,489	1%
Number made to all other libraries		1	-100%
Total loans to other libraries	4,533	4,490	1%
Interlibrary Loans Borrowed			
Number transacted using a shared catalog (CCRLS)	4,834	5,151	-6%
Number made from all other libraries	21	12	75%
Total loans from other libraries	4,855	5,163	-6%

Other Information	Mar-17	Mar-16	Trend
Total number of volunteers	15	11	-
Total volunteer hours	90.25	80.20	13%

Library Technology	Mar-17	Mar-16	Trend
Total number of users of public Internet computers	2,562	2,732	-6%
Total number of connections to public wireless Internet	6,084	5,641	8%