CITY OF *Salem*
AT YOUR SERVICE

Salem Public Library Advisory Board
Salem Public Library

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178.

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-588-6071 (TTD/TTY 503-588-6439) at least two business days in advance.

Salem Public Library Advisory Board

Board Members

Francine Boullosa
Gretchen Coppedge
Katherine Daniels Vice Chairman
Bill Distad
Sarah Bishop
Denise Duren
Lois Stark Chairman
Callen Sterling
Stephen Rosen

City Staff

Kim Carroll, Interim City Librarian
Clarissa Maciel-Garibay, Staff Assistant

Next Meeting: Wed., Jan. 12, 2022

www.cityofsalem.net

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

Meeting Agenda

Wednesday, November 10th, 2021
5:30 p.m. – 7:00 p.m. Virtual Meeting
The meeting will be available on
https://www.youtube.com/channel/UCuw7eUMqW0fgwHhj8h1EClQ

1. Call to Order
2. Approval of Minutes
   - Wednesday, October 13th, 2020
3. Public Comment
   (Public testimony may be provided in advance of the meeting by email. Email spladmin@cityofsalem.net)

4. Information Items
   - Teen Advisory Board (TAB) update
   - Chair's report
   - City Librarian's report
   - Friends of SPL report
   - SPL Foundation report
   - Time Magazine Article (Denise)

5. Discussion Items
   - Ethics (Michelle Teed)
   - Library Statistical Report (Christopher Rumbaugh)
   - Public Library Association Conference (Lois)
   - Fines (Lois)
   - Wild Ideas (Lois)

6. Action Items
   -

7. Miscellaneous Board Items
   -

8. Adjournment

November 2021 City Librarian's Report

Staff News

In October, Library staff celebrated Garth Fullington and Hannah Bostrom as their families prepared for their new babies. They actually both had their babies at the end of the month. Staff also bade farewell to Sally Greeno and Alma Plascencia, who left SPL for new adventures.

We are about to start interviewing for our .5 benefited Senior Library Assistant positions. Interviews will take place in mid-November. We hope to have people hired by December.

Library Spaces

On October 1st the Main Library returned to in-person services, from 11 a.m.- 6 p.m. Wednesday-Saturdays. Our patrons were able to visit the Library by making on-line appointments or walking in. The Library provided masks and hand sanitizer and free book bags. Staff provided mini tours and assisted patrons as they navigated the changes, (including free parking for up to 3 hours) in our beautiful new space.

The AMH (otherwise known as the automatic book return) has been especially popular with adults and children alike. Our patrons love to watch the books get automatically sorted.

The Library dropped on-line browsing appointments starting November 2nd. Starting November 9th the Library will add Tuesdays for in-person services. This will replace curbside on this day. This means that the Main Library will be open for in-person services Tuesdays-Saturdays from 11:00am-6:00pm and open for curbside on Sundays from 12:00pm-3:00pm.

Collections

LOT update (Library of Things)
The Library received a grant from DEQ to create a Library of Things. We sent out a survey to the public and staff last spring. Since then we have collated the results and are in the process of determining the logistics of the collection. The next steps will be purchasing items, adding them to the collection, and creating a procedure for checking items out. We have asked for and been granted a 3 to 6 month extension, as moving into the new building has kept us busy over the last few months and are not where we hoped to be in the process.

Special Project and Programs

The Teen Advisory Board "Take What You Need" project started during the second week of October. Clear pocket holders have been installed in each of the Main Floor bathrooms, offering a selection of personal care items as well as information about community resources for food, shelter, and mental health support. It is filled throughout the week. Donations can be made to the secure parcel drop on Floor 2 near the Teen Scene and/or through an Amazon Wish List (https://a.co/asN1Ubc). Many boxes of donated items have arrived since the project was launched. One family left this post on Facebook: *We just bought some things off the Amazon list in honor of my daughters 17th birthday on Halloween*💕 *such a WONDERFUL idea!!!*

Special displays of scary books in Teen and Children's were quite popular in October. We created a little wrapper for each book and labeled it with a 1-5 "ghosties" rating so visitors can pick the level of scary they could handle!

Teen Scene hosted its first program since re-opening - a Jackbox Game Night for Teens that brought players old and new for an evening of fun.

Using funding from the recent ARPA grant from the State Library of Oregon, we created Take & Make kits for Dia de los Muertos - Sugar Skull Decorating Kits for Kids and Decorative Picture Frames for Adults. These were distributed in the library on October 29 and 30 for people to use at home and create items for ofrendas.

Following our November tradition, we are inviting our community to share what they are thankful for from November 1-30. This year, we have created a virtual gallery (https://bit.ly/2021-TheGallery) and a display in the library where people can share their gratitudes. Thoughts of thanks are being collected online at: https://bit.ly/SPLthanks2021

Application

Process: 2021 Oregon Public Library Statistical Report

[Public Profile] [Collaborate]

| Contact Info | Request |

Applicant:
Christopher Rumbaugh
crumbaugh@cityofsalem.net
503-588-6449

Contact Email History

Organization:
Salem Public Library
93-6002249
503-588-6315
585 Liberty St. SE
Salem, OR 97301 Marion

ⓘ If your organization information does not appear correct, please contact the funder. Thank you.

| 📄 Application | | 🅿 Application Packet | 🅿 Question List |

ⓘ Fields with an asterisk (*) are required.

∨ Part 1 - General Information (& Patrons)

Please find instructions and definitions here.

Question 118 Registered Users*
Please report the number of registered patrons at your library as of June 30.

| # | 118457 |

Question 119 Registered Users Added*
Please report the number of new patrons added during this past fiscal year.

| # | 1886 |

Registered Users notes

If either 118 or 119 had a significant change from the previous year, please provide a brief explanation.

n/a

∨ Part 2 - Staff & Volunteers

Please find instructions and definitions here.

Question 201 Librarians with ALA MLS*

| #.# | 11.00 |

Question 202 Other persons holding title of librarian*

| #.# | 0.00 |

Question 204 All other paid staff*

| #.# | 35.7 |

Staffing notes

If your library's staffing has changed significantly from the previous year, please briefly explain the change.

Reduction in the number of MLS Librarians is a result of manager and supervisor positions no longer having

Question 206 Total number of volunteers*

| # | 264 |

Question 207 Total volunteer hours*

| # | 3500 |

Question 208 Library Board or District Board*

Advisory board (appointed) ⌄

Question 209 Friends of the Library*

◉ Yes
○ No

Question 210 Library Foundation*

◉ Yes
○ No

∨ Part 3 - Revenue

Question 301 City Revenue*

$ 3,983,916.00

Question 302 County Revenue*

$ 0.00

Question 303 District Revenue*

$ 683,012.00

Question 305 State Revenue*

$ 29,360.00

Question 306 LSTA and CARES Act Grant Revenue*

Include any CARES Act grant funding received by the State Library of Oregon here. **Report CARES Act funds received from other sources in 308.**

$ 0.00

Question 307 Did your library participate in E-Rate*

Did your library take advantage of discounted telecommunications services through the federal E-Rate Program during this fiscal year?

◯ Yes
◉ No

Question 308 Other Federal Revenue*

$ 0.00

Question 310 Other Operating Revenue*

$ 94,314.64

Operating Revenue notes

If **any** of your library's Operating Revenue categories (301 - 310) have changed significantly from the previous year, please briefly explain the change. Alternately, if your City, County, or District Revenue (301 - 303) has **not changed** at all from the previous year, please explain.

n/a

Question 312 Local Capital Revenue*

$ 0.00

Question 313 State Capital Revenue*

$ 0.00

Question 314 Federal Capital Revenue*

$ 0.00

Question 315 Other Capital Revenue*

$ 125,000.00

Capital Revenue notes

If **any** of your library's Capital Revenue categories (312 - 315) have changed significantly from the previous year, please briefly explain the change.

Capital Bond Revenue was entirely spent out the first FY of the project.

⌄ Part 4 - Expenditures

Please find instructions and definitions here.

Question 401 Salaries and Wages Expenditures*

$ 2,335,500.91

Question 402 Employee Benefits Expenditures*

$ 1,492,798.52

Question 404 Books and Print Materials Expenditures*

$ 240,544.43

Question 405 Periodicals Expenditures*

$ 9,840.42

Question 407 Electronic Materials Expenditures*

$ 216,980.43

Question 408 Other Materials Expenditures*

$ 38,170.60

Question 410a All Other Operating Expenditures*

$ 0.00

Question 410b Internal service charges

For municipal and county-based libraries *only*: Please tell us what typical internal service charges (if any) are included in the amount reported in 410 (All Other Operating Expenditures). These services may be provided inclusively by your city or county. Please select all that apply:

☐ Administration
☐ Facilities
☐ Human Resources
☐ Information Technology
☐ Legal
☐ Finance
☐ other

Operating Expenditures notes

If **any** of your library's Operating Expenditure categories (401 - 410) have changed significantly from the previous year, please briefly explain the change. Alternately, if any of these categories have **not changed at all** from the previous year, please explain.

> Limited ability to circulate print materials resulted in a shifting of funds to electronic content.

Question 412 Library Construction Expenditures*

$ | 0.00

Question 413 Capital Equipment Expenditures*

$ | 4,141.00

Question 414 Other Capital Expenditures*

$ | 0.00

Capital Expenditures notes

If **any** of your library's Capital Expenditure categories have changed significantly from the previous year, please briefly explain the change.

> n/a

∨ Part 5 - Collections

Please find instructions and definitions here.

Question 501 Print Items*

| 280931

Question 502 Print Items Added*

| 17341

Question 503 Physical Audio Items*

\# 19762

Question 504 Physical Audio Items Added*

\# 1081

Question 505 Physical Video Items*

\# 11690

Question 506 Physical Video Items Added*

\# 808

Question 507 Other Physical Library Materials*

Report a single figure that includes the following: all circulating physical items _other_ than print books (501) physical audio units (503), physical video units (505), and serials. These are materials in a fixed, physical format available for use outside the library. These can include a variety of items types, such as wi-fi hotspots, sewing machines, cake pans, tools, puppets, toys, kits, fishing rods, GPS units, telescopes, etc. Report uncataloged paperbacks that are tracked and treated as part of the permanent collection here. Do not count paperback exchanges, microforms, loose sheet music, maps, or pictures.

\# 1410

Question 508 Other Physical Library Materials Added*

Number of other circulating physical items (see 507) added between July 1 and June 30.

\# 37

Physical Collections notes

If **any** of your library's physical collections categories (501 - 508) have changed significantly from the previous year, please briefly explain the change. Alternately, if any of these categories have **not changed at all** from the previous year, please explain.

n/a

Question 511 Ebook units in Library2Go*

If your library is a member of the Oregon Digital Library Consortium (ODLC)/Library2Go, please enter **72,697** here. If your library is not a member, please enter 0.

\# 72697

Question 512 Ebook Units Added to Library2Go*

If your library is a member of the Oregon Digital Library Consortium (ODLC)/Library2Go, please enter **7,998** here. If your library is not a member, please enter 0.

\# 7998

Question 513 Ebook Units Owned or Licensed Locally other than Library2Go Collection*

| 11811

Question 514 Ebook Units Added Owned or Licensed Locally*

| 6625

Question 517 Digital Audiobook Units in Library2Go*

If your library is a member of the Oregon Digital Library Consortium (ODLC)/Library2Go, please enter **34,214** here. If your library is not a member, please enter 0.

| 34214

Question 518 Digital Audiobook Units Added in Library2Go*

If your library is a member of the Oregon Digital Library Consortium (ODLC)/Library2Go, please enter **4,292** here. If your library is not a member, please enter 0.

| 4292

Question 519 Digital Audiobook Units Owned or Licensed Locally*

| 4097

Question 520 Digital Audiobook Units Added Owned or Licensed Locally*

| 1157

Question 525 Digital Video Units Owned or Licensed Locally*

| 26462

Question 526 Digital Video Units Added, Owned or Licensed Locally*

| 0

Question 533 Number of Spanish language items*

Please enter the number of items in your library's collection that are in Spanish.

| 8574

Question 534 Items in other languages

Please check all that apply for items in the library's collection which are in languages *other than* English or Spanish.

☐ Arabic
☐ Chinese (including Mandarin & Cantonese)

- [ ] French
- [ ] German
- [ ] Hindi
- [ ] Ilocano, Samoan, Hawaiian
- [ ] Japanese
- [ ] Korean
- [ ] Russian
- [ ] Somali
- [ ] Tagalog
- [ ] Thai, Lao
- [ ] Ukranian
- [ ] Vietnamese
- [ ] other

Question 535 Databases Licensed Locally or by local consortium*

\# | 18

Question 536 Databases Added Licensed Locally or by local consortium*

\# | 0

Digital Collections notes

If any of your library's digital collections statistics (511 - 536) have changed significantly from the previous year, please briefly explain the change. Alternately, if any of these categories have **not changed at all** from the previous year, please explain.

∨ Part 6 - Circulation & Collection Use

Please find instructions and definitions here.

Question 602 Successful Retrievals from Local Databases*

\# | 129033

Question 610 First time Circulation of Adult Materials*

\# | 40693

Question 611 Renewals of Adult Materials*

\# | 21142

Question 612 First time Circulation of Young Adult Materials*

\# 4245

Question 613 Renewals of Young Adult Materials*

\# 4288

Question 614 First time Circulation of Childrens Materials*

\# 25496

Question 615 Renewals of Childrens Materials*

\# 22556

Question 616 First time Circulation of Other library materials*

Circulation of all physical items *other* than print books, physical audio units, physical video units, and serials. These are materials in a fixed, physical format available for use outside the library. These can include a variety of items types, such as wi-fi hotspots, sewing machines, cake pans, tools, telescopes, board games, video games, etc.

\# 379

Question 617 Renewals of Other library materials*

Count renewals of Other library materials (as defined above in 616).

\# 89

Question 618 First time Circulation of Materials not separated into above categories*

\# 0

Question 619 Renewals of Materials not separated into above categories*

\# 0

Question 630 Circulation of Library2Go Materials*

\# 223733

Question 631 Circulation of Locally Owned or Licensed eContent*

\# 74859

Circulation and Database Usage notes

If **any** of your library's circulation or database usage has changed significantly from the previous year, please briefly explain the change.

n/a

Question 650 ILLs Loaned to Libraries within Resource Sharing System*

65974

Question 651 ILLs Loaned to All Other Libraries*

0

Question 653 ILLs Borrowed from Libraries within Resource Sharing System*

70835

Question 654 ILLs Borrowed from All Other Libraries*

0

Question 660 Circulations Made to Non Residents without Charge*

106333

ILL notes

If **any** of your library's interlibrary loan statistics have changed significantly from the previous year, please briefly explain the change.

Library was physically closed and staff were working remotely for a significant part of the FY

∨ Part 7 - Programs & Other Services

Please find instructions and definitions here.

Question 701 Reference Transactions*

4738

Question 701b Reference Transactions Reporting Method*

Actual count (we track each transaction as it happens) ⌄

Question 703 Children's Programs*

69

Question 704 Children's Program Attendance*

4930

Question 705 Young Adults' Programs*

42

Question 706 Young Adults' Programs Attendance*

664

Question 707 Number of Programs for Adults or Multi Generational Audiences*

63

Question 708 Number of Programs for Adults or Multi Generational Audiences Attendance*

2602

Question 711 Meeting Room Usage

0

Question 712 Does your library provide a Summer Reading Program*

◉ Yes
◯ No

⌄ Part 7B - [OPTIONAL] Expanded Programs Questions

Please find instructions and definitions here.

Question 751 Live Program Sessions for Children Ages 0 to 5

A program session targeted at children ages 0-5 is any planned event for which the primary audience is infants, toddlers, or preschool-age children. Examples of these types of program sessions include, but are not limited to, story hours, every child ready to read programs, musical or sing-along events, and puppet shows. Include program sessions aimed at children ages 0-5 even if adult caregivers also attend. Each program session should only be counted in one age category based on its primary target audience.

14

Question 752 Attendance at Live Programs for Children Ages 0 to 5

The count of the audience at all program sessions for which the primary audience is children ages 0 to 5 years. Please count all attendees of these program sessions regardless of age.

238

Question 753 Live Program Sessions for Children Ages 6 to 11

A program session targeted at children ages 6-11 is any planned event for which the primary audience is elementary-school-age children. Examples of these types of program sessions include, but are not limited to,

story hours, science events, crafting classes, and summer reading events. Include program sessions aimed at children ages 6-11 even if adult caregivers also attend with the children. Each program session should only be counted in one age category based on its primary target audience.

9

Question 754 Attendance at Live Programs for Children Ages 6 to 11

The count of the audience at all program sessions for which the primary audience is children ages 6 to 11 years. Please count all attendees of these program sessions regardless of age.

1885

Question 755 Live Program Sessions for Young Adults Ages 12 to 18

A young adult program session is any planned event for which the primary audience is young adults ages 12 to 18 years. Examples of these types of program sessions include, but are not limited to, book clubs, college prep programs, teen tech or gaming clubs, and summer reading events. Each program session should only be counted in one age category based on its primary target audience. Note: The Young Adult Library Services Association (YALSA) defines young adults as age 12 through 18.

39

Question 756 Attendance at Live Programs for Young Adults Ages 12 to 18

The count of the audience at all program sessions for which the primary audience is young adults ages 12 to 18 years. Please count all attendees of these program sessions regardless of age.

664

Question 757 Live Program Sessions for Adults Age 19 or Older

An adult program session is any planned event for which the primary audience is adults age 19 or older. Examples of these types of program sessions include, but are not limited to, book discussions, citizenship classes, and lectures. Each program session should only be counted in one age category based on its primary target audience.

53

Question 758 Attendance at Live Programs for Adults Age 19 or Older

The count of the audience at all program sessions for which the primary audience is adults age 19 or older. Please count all attendees of these program sessions regardless of age.

1139

Question 759 Live General Interest Program Sessions

A general interest program session is any planned event that is appropriate for any age group or multiple age groups. Include all-age, all-library, family, and intergenerational program sessions. Examples of these types of program sessions include, but are not limited to, family game nights, holiday events, storytelling programs, or chess clubs. Include all programs here that do not fit into the other age category elements. Each program session should only be counted in one age category based on its primary target audience; do not include program sessions here that have already been counted in earlier age category elements. Avoid including program sessions that are targeted at more than one non-adult age category (and are not targeted

at adults); these should be counted in the child or young adult age category that best represents the target audience.

| # | 0 |

Question 760 Attendance at Live General Interest Programs

The count of the audience at program sessions that are appropriate for any age group or multiple age groups. Please count all attendees of these program sessions regardless of age.

| # | 0 |

Question 761 Number of Live, In Person, Onsite Program Sessions

An in-person onsite program session is any planned event that includes an in-person attendance option and takes place at library facilities. Examples include, but are not limited to, a job skills class in the library or a nature program on the library grounds. Regardless of the number of formats in which a program session is offered, each program session should only be counted once and in one format category. Include in-person program sessions that also have a virtual attendance option and count them as a single program session.

| # | 0 |

Question 762 Live, In Person, Onsite Program Attendance

The count of in-person attendance at program sessions that take place at library facilities. Regardless of the number of formats in which a program session is offered, each attendee should only be counted once. Each attendee should be counted in the format category in which they attended the program session. For in-person, onsite programs that also have a virtual component, exclude virtual attendance; this should be counted under 766 - Live, Virtual Program Attendance.

| # | 0 |

Question 763 Number of Live, In Person, Offsite Program Sessions

An in-person offsite program session is any planned event that includes an in-person attendance option and takes place somewhere other than the library or the library grounds. Examples include, but are not limited to, facilitating a book club at a local nursing home, hosting a storytime at a local farmer's market, or visiting a school to present about library services. Regardless of the number of formats in which a program session is offered, each program session should only be counted once and in one format category. Include in-person program sessions that also have a virtual attendance option and count them as a single program session.

| # | 0 |

Question 764 Live, In Person, Offsite Program Attendance

The count of in-person attendance at program sessions that take place somewhere other than the library. Regardless of the number of formats in which a program session is offered, each attendee should only be counted once. Each attendee should be counted in the format category in which they attended the program session. For in-person offsite programs that also have a virtual component, exclude virtual attendance; this should be counted under 766 - Live, Virtual Program Attendance.

| # | 0 |

Question 765 Number of Live, Virtual Program Sessions

A synchronous (live) virtual program session is any planned event that is streamed virtually and can be viewed live as it progresses (i.e., live-streaming). Regardless of the number of formats in which a program session is offered, each program session should only be counted once and in one format category. Include virtual program sessions that are also recorded. Include program sessions hosted on Facebook Premiere that are facilitated by a staff member. Count virtual program sessions at the administrative entity level; do not duplicate numbers at each branch. Exclude program sessions that also have an in-person component; these should be counted under Number of Live, In-Person, Onsite Program Sessions or Number of Live, In-Person, Offsite Program Sessions.

| 115

Question 766 Live, Virtual Program Attendance

The count of live attendance at virtual program sessions. Regardless of the number of formats in which a program session is offered, each attendee or view should only be counted once. Each attendee should be counted in the format category in which they attended or viewed the program session. Count each participant device connected to a virtual program as a single attendee. For program sessions hosted on Facebook Live, YouTube Live, or similar platforms, count peak concurrent viewers. For those hosted on videoconferencing platforms, count the maximum number of non-staff participants during the session.

| 3926

Question 767 Total Number of Recorded Program Presentations

An asynchronous program presentation is any recording of program content that cannot be viewed live as it unfolds (i.e., on-demand streaming). Only include program presentations posted during the reporting period. Regardless of the number of platforms on which a presentation is posted, count each unique presentation only once. Include program sessions hosted on Facebook Premiere that are not facilitated by a staff member. Count asynchronous program presentations at the administrative entity level; do not duplicate numbers at each branch. Include recordings of synchronous program sessions that were available for asynchronous viewing after the session ended.

| 104

Question 768 Total Views of Recorded Program Presentations within 7 Days

The count of views of asynchronous program presentations for a period of seven (7) days after the presentation was posted, even if that period extends beyond the survey reporting period (or fiscal year). For program presentations made available via Facebook, count unique 1-minute views of each video. For those made available via other platforms, count unique views of each video. For program presentations that are recordings of live, virtual program sessions, exclude live attendance numbers here; these should be counted under 761 - Live, In-Person, Onsite Program Attendance; 763 - Live, In-Person, Offsite Program Attendance; or 765 - Live, Virtual Program Attendance.

| -1

∨ Part 8 - Technology & Facilities

Please find instructions and definitions here.

Question 801 Number of Sessions of Public Internet Computers and Devices*

#	0

Question 801b Reporting Method for total number of Internet computer sessions*

Actual count (we track each use as it happens)	⌄

Question 802 Number of Public Internet Computers and Devices*

Updated definition! Report the number of the library's Internet computers **(including personal computers (PCs), laptops, tablets,** and **other devices)**, whether purchased, leased, or donated, used by the general public in the library. Do not include computers that connect to the Internet for a dedicated purpose other than general Internet use (e.g., to access an OPAC or specific database, or to train the public).

#	0

Question 803 Tell us about your library WiFi*

Please choose the option which best describes your library's wireless Internet signal for patrons.

Wi-Fi extends outside building (only available during open hours)	⌄

Wireless Internet notes

If you chose 'other situation' above, please share more details.

Question 804 Wireless Sessions*

Updated definition! Report the number of wireless sessions provided by the library wireless service annually. Count one session for each time a device connects to the library's wireless network, regardless of the duration of connection. If possible, only count sessions for patron devices and exclude library devices such as routers, access points, printers, and public access computers; otherwise, if patron devices cannot be isolated, report sessions for all devices.

#	0

Question 804b Reporting Method for Wireless Sessions*

N/A (we don't track wireless sessions at this time)	⌄

PLEASE be sure to enter **Internet Download (805)** and **Upload (806) Speeds** in the correct fields. We've swapped the order of these questions this year to mirror the order that the NDT tool will display your speeds.

Question 805 Internet Download Speed*

Please report internet **download** speed at your library (if your library has multiple branches, please report speeds at your main/central library here).
To achieve the most accurate results, please run the speed test when your library is closed to the public and network traffic (including staff computers & devices) is at a minimum. Use this <u>Network Diagnostic Tool</u>

(NDT) from the Measurement Lab. The tool takes approximately 30-60 seconds to run, and displays both upload and download speed results in megabits/second (to 2 decimal points).once the test is complete.

#.#	0.0

Question 806 Internet Upload Speed*

Please report internet **upload** speed at your library (if your library has multiple branches, please report speeds at your main/central library here).
To achieve the most accurate results, please run the speed test when your library is closed to the public and network traffic (including staff computers & devices) is at a minimum. Use this Network Diagnostic Tool (NDT) from the Measurement Lab. The tool takes approximately 30-60 seconds to run, and displays both upload and download speed results in megabits/second (to 2 decimal points).once the test is complete.

#.#	0.0

Question 807 Name of Shared ILS Consortium*

CCRLS	˅

Question 808 Name of Integrated Library System product*

Sirsi/Dynix	˅

Question 809 Website Visits*

#	211000

Question 810 Scheduled Weekday Open Hours*

Report the number of hours from open to 5:00pm, Monday through Friday, your library is open on a typical week.

#	0

Question 811 Scheduled Weeknight Open Hours*

Report the number of hours from 5:00pm to close, Monday through Friday, your library is open on a typical week.

#	0

Question 812 Scheduled Weekend Daytime Open Hours*

Report the number of hours from open to 5:00pm, Saturday and Sunday, your library is open on a typical week.

#	0

Question 813 Scheduled Weekend Evening Open Hours*

Report the number of hours from 5:00pm to close, Saturday and Sunday, your library is open on a typical week.

| # | 0 |

Question 815 Number of Weeks Library Was Open*

| # | 0 |

Question 816 Total Number of Open Hours*

Report the *actual* total number of hours from July 1, 2020 through June 30, 2021 your libraries was open to the public. For libraries with multiple branches, please report only open hours for the central or main branch.

| # | 0 |

Question 817 Library Visits*

Please report the total number of visits to all branches here.

| # | 0 |

Question 817b Library Visits Reporting Method*

| Actual count (we track each visit as it happens) | ⌄ |

Question 821 Date of Building Original Construction*

Please enter the year your library building was completed, as stated by the building permit or a historical record. If your library has multiple outlets, report for the main library here. If unknown, enter *0000.*

| # | 1972 |

Question 822 Date of Most Recent Structural Remodel of Building*

Enter the year only for the date of your library's most recent structural remodel.
A structural remodel involves more significant improvements than a cosmetic renovation. Generally, it includes moving walls and changing the property's floor plan, changes are significant enough to alter building facts such as the number of rooms, the addition of an elevator, increases of greater than 10% to the square footage, etc.
If unknown, enter *0000.*

| # | 2021 |

⌄ Part 9 - Fines, Fees, & Salary Survey

Please find instructions and definitions here.

Question 901 Overdue Daily Fine for Adult Materials*

| $0.25 | ⌄ |

Question 902 Overdue Daily Fine for Children's Materials*

| $0.25 | ⌄ |

Question 903 Overdue Daily Fine for Other Materials*

$0.15 ⌄

Question 904 Notes on fines

The goal is to go fine-free. Still working through the process to do so.

4,928 characters left of 5,000

Question 905 Fee for Interlibrary Loans*

$1.00 ⌄

Question 906 Annual fee for nonresident patrons*

Please report the annual fee for individual non-resident to get a library card at your library.

$ 60.00

Question 907 Annual fee for nonresident households*

Please report the annual fee for a non-resident household card, if offered.

$ 60.00

Question 950 Director Hourly Salary Low

$ 54.25

Question 951 Director Hourly Salary High

$ 72.91

Question 952 Supervisory Librarian Hourly Salary Low

$ 30.69

Question 953 Supervisory Librarian Hourly Salary High

$ 37.68

Question 954 Non Supervisory Librarian Hourly Salary Low

$

27.26

Question 955 Non Supervisory Librarian Hourly Salary High

$ 33.30

Question 956 Library Assistant Hourly Salary Low

$ 23.26

Question 957 Library Assistant Hourly Salary High

$ 28.38

Question 958 Library Clerk Hourly Salary Low

$ 20.12

Question 959 Library Clerk Hourly Salary High

$ 24.24

∨ Part 10 - Policies

Please find instructions and definitions here.

Question 1009 Link to Statewide Gale Resources

⊕ https://www.cityofsalem.net/Pages/library-online-resources.aspx

Question 1010 Link to Statewide LearningExpress Library Resources

⊕ https://www.cityofsalem.net/Pages/library-online-resources.aspx

Question 1011 Link to Library Collection Management Policy

⊕ https://www.cityofsalem.net/Pages/library-use-policies.aspx

Question 1012 Link to Library Circulation Policy

⊕ https://www.cityofsalem.net/Pages/library-fines-and-fees.aspx

Question 1013 Link to Library Patron Confidentiality Policy

⊕

∨ COVID-19 Questions

Please find instructions and definitions here.

CV01 - Closed Outlets Due to COVID-19*

◉ Yes
○ No

CV02 - Public Services During COVID-19*

◉ Yes
○ No

CV05 - Electronic Library Cards Issues During COVID-19*

◉ Yes
○ No

CV06 - Reference Service During COVID-19*

◉ Yes
○ No

CV07 - Curbside Service During COVID-19

◉ Yes
○ No

CV11 - External Wi-Fi Access During COVID-19*

◉ Yes
○ No

CV12 - External Wi-Fi Access Increased During COVID-19*

○ Yes
◉ No

CV13 - Staff Re-assigned During COVID-19*

○ Yes
◉ No

CV14 - Number of Weeks Library was Closed Due to COVID-19*

| 52

CV15 - Number of Weeks Library had Limited Occupancy Due to COVID-19*

| 0

CV16 - Other information about pandemic services?

5,000 characters left of 5,000

⌄ Reporting Burden

For multi-branch systems and/or libraries with bookmobiles: please remember to report your branch-level data using the custom Google Sheet (a link to this sheet has been emailed to you).

Time Burden*

Please report the estimated burden of time (in hours) spent at your library collecting and reporting this data. Please include all staff and/or volunteer time for individuals involved.

50

Dear Library Advisory Board:

The following ideas are a synopsis found from several articles that highlight inventive concepts contemporary libraries have successfully used in their communities. I hope you enjoy these 😊!

1. The Los Angeles Public Library offers the ability to search all collections under special interests such as BIPOC, LBGTQ, etc. Searches yield contributions and interest materials from these groups in science, philosophy, arts, music, and even regional genealogical material.
2. Here's an idea: Make a reference list of library service area local items and services that can be bartered, much like Craigslist. Patrons may connect at the library to exchange their items or discuss services. Because patrons must submit their library card to contact another patron and meet at the library for the exchange, safety is enhanced.
3. The Los Angeles Public Library has cubby holes of different craft materials that the public can donate; such as duct tape, beads, string, sewing repair kits, etc.
4. In a Los Angeles schools library, separate small arcades were created out of cardboard and scrap materials by a citizen of the city. Each arcade was a miniature sport simile that could be manipulated by the students, allowing them to learn how each sport is played, or, just played for fun.
5. Murray Hill Middle School library developed a MakerStation with various hands-on learning stations that teach creative concepts. There's a duct tape crafting center with idea cards on things to make. Another station holds a computer for learning to code. Yet another has a Legos station, and another has older-level coloring pages and colored pencils, sharpener and erasers. The MakerStation expands and refreshes some centers with new ideas; and there is an idea submission box so patrons can suggest maker projects they would like to see included. The MakerStation is funded through donorschoose.org and costs about $400 to start. This may work in the Teen Library.
6. The Ingenuity Pathways Analysis software allows health scientists to access information concerning molecules, genes, and health data to further drug and disease research. The software is commonly held in medical libraries of hospitals and universities.
7. Some libraries, many notably in Appalachia, provide various self-paced digital literacy skill training centers.
8. The library at Trafford, North Dakota is exploring environmental sustainability and is currently using biodegradable library cards.
9. A library in Kansas loans out software so that customers can use Microsoft Office products, Photoshop, and other purchased software.
10. The Skokie Public Library in Illinois offers a digital media lab, a space with content creation tools that allow patrons to create and share video, music, photography, and design projects.

And more "wild" ideas that libraries can consider:

1. The Seattle Public Library has formed a "cultural consortium" with art galleries, museums, university venues, theaters, musicians, zoos, city attractions and others to offer discounts or passes to these attractions as prizes for such events as reading contests, teen talent shows, internships and more.
2. Several public libraries offered use of Netflix, through a discounted Netflix subscription available to libraries.
3. The University of Miami created ShelvAR, which is an app available to Android users. A coded tag is applied to the spine of books. The ShelvAR scans the tag on the spines of the books which allows for faster retrieval and shelving the books into their proper locations.
4. The library has an important role in providing community meetings either in person or online. Library staff have moderated Town Halls, and have hosted guest instructors who offer classes in parenting, art, meditation, dance, and health, to name but a few.
5. The Lexington, Ky. Public Library has constructed an interactive tech hub with touchscreen with several categories of public interest that patrons can choose to learn more about city and local offerings, including strategic plans, parks and recs info, transportation and bikeways, emergency services, changes, events, attractions, family activities and more.
6. The Pasco County , Florida Public Library holds a computer skills instructors workshop for volunteer teens. They are then paired with senior citizens who want to learn computer skills. The teens are provided with clocked volunteer hours and reference letters for when the teen wishes to apply for employment or college or vo tech.
7. ContraCosta County Library in California offers Redbox style branch libraries in strategic locations. Each vending machine holds 400 books that can be checked out and returned by library customers.
8. Carson City, Nevada Public Library offers a similar vending experience called "BranchAnywhere" with secure, automated machines that deliver books, CDs, DVDs, devices, games or puzzles. They have placed these in YMCA, Boys and Girls Clubs, Senior Centers and more.
9. Adding puzzles and games to library offerings is another idea libraries can consider.

I Set Out to Build the Next Library of Alexandria. Now I Wonder: Will There Be Libraries in 25 Years?

Getty Images

BY **BREWSTER KAHLE** OCTOBER 22, 2021 1:21 PM EDT

IDEAS

Kahle. Founder and Digital Librarian of the Internet Archive. Member. National Academy of Engineering, American Academy of Arts and Sciences, and the Internet Hall of Fame

hen I started the Internet Archive 25 years ago, I focused our non-profit library on digital collections: preserving web pages, archiving television news, and digitizing books. The Internet Archive was seen as innovative and unusual. Now all libraries are increasingly electronic, and necessarily so. To fight disinformation, to serve readers during the pandemic, and to be relevant to 21st-century learners, libraries must become digital.

But just as the Web increased people's access to information exponentially, an opposite trend has evolved. Global media corporations—emboldened by the expansive copyright laws they helped craft and the emerging technology that reaches right into our reading devices—are exerting absolute control over digital information. These two conflicting forces—towards unfettered availability and completely walled access to information—have defined the last 25 years of the Internet. How we handle this ongoing clash will define our civic discourse in the next 25 years. If we fail to forge the right path, publishers' business models could eliminate one of the great tools for democratizing society: our independent libraries.

TIME **Most Recent**

READ MORE

We Can Beat Climate Change If We Do One

...re not small mom-and-pop publishers: a handful of publishers dominate all books sales and distribution including trade books, ebooks, and text books. Right now, these corporate publishers are squeezing libraries in ways that may render it impossible for any library to own digital texts in five years, let alone 25. Soon, librarians will be reduced to customer service reps for a Netflix-like rental catalog of bestsellers. If that comes to pass, you might as well replace your library card with a credit card. That's what these billion-dollar-publishers are pushing.

More from TIME

Inside Alexandria Ocasio-Cortez's Trip to Standing Rock

▶
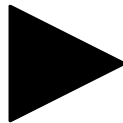
The libraries I grew up with would buy books, preserve them, and lend them for free to their patrons. If my library did not have a particular book, then it would borrow a copy from another library for me. In the shift from print to digital,

many commercial publishers are declaring each of these activities illegal: they

demand that libraries license ebooks for limited terms for limited uses at
ant prices, and some publishers refuse to license audiobooks or ebooks
ries at all, making those digital works unavailable to hundreds of
millions of library patrons.

Although we're best known for the Wayback Machine, a historical archive of the
World Wide Web, the Internet Archive also buys ebooks from the few
independent publishers that will sell, *really sell*, ebooks to us. With these
ebooks, we lend them to one reader at a time, protected with the same
technologies that publishers use to protect their ebooks. The Internet Archive
also digitizes print books that were purchased or donated. Similarly, we lend
them to one reader at a time, following a practice employed by hundreds of
libraries over the last decade called "controlled digital lending."

Last year, four of the biggest commercial publishers in the world sued the
Internet Archive to stop this longstanding library practice of controlled lending
of scanned books. The publishers filed their lawsuit early in the pandemic,
when public and school libraries were closed. In March 2020, more than one
hundred shuttered libraries signed a statement of support asking that the
Internet Archive do something to meet the extraordinary circumstances of the
moment. We responded as any library would: making our digitized books
available, without waitlists, to help teachers, parents, and students stranded
without books. This emergency measure ended two weeks before the intended
14-week period.

The lawsuit demands that the Internet Archive destroy 1.4 million digitized

library partners. If the publishers win, it means that every instance of reading would require the permission and license of a publisher. It give publishers unprecedented control over what we can read and when, as well as troves of data about our reading habits.

Publishers' bullying tactics have stirred lawmakers in Maryland, New York, Massachusetts, and Rhode Island to draft laws requiring that publishers treat libraries fairly. Maryland's legislature passed the law unanimously. In those states, if an ebook is licensed to consumers, publishers will be required by law to license it to libraries on reasonable terms. But lobbyists for the publishing industry claim even these laws are unconstitutional. This is a dangerous state of affairs. Libraries should be free to buy, preserve, and lend all books regardless of the format.

Suing libraries is not a new tactic for these billion-dollar corporations and their surrogates: Georgia State University's law library battled a copyright lawsuit for 12 years; HathiTrust Digital Library battled the Author's Guild for five years. In each case, the library organization won, but it took millions of dollars that libraries can ill-afford.

Libraries spend billions of dollars on publishers' products, supporting authors, illustrators, and designers. If libraries become mere customer service departments for publisher's pre-packaged product lines, the role that librarians play in highlighting marginalized voices, providing information to the disadvantaged, and preserving cultural memory independent of those in power will be lost.

As we shift from print to digital, we can and must support institutions and practices that were refined over hundreds of years starting with selling ebooks to readers and libraries.

So if we all handle this next phase of the Internet well, I believe the answer is, yes, there will be libraries in 25 years, many libraries—and many publishers,

many booksellers, millions of compensated authors, and a society in which

- **Two Rich Men Decided to Fund a Failing City.** Some People Say They Made It Worse
- The **Many Lives of H. Rap Brown**
- **Here Are the Goals of the COP26 Climate Change Meetings**—and Where the World Stands in Accomplishing Them
- How Big Business **Got Woke and Dumped Trump**
- Watch: A **Pet Turtle's Pursuit** of Happiness
- I Panned 'Romeo + Juliet' in 1996. **Now I Think It's One of the Best Shakespeare Adaptations**
- An **Open Letter to the Global Media** by Greta Thunberg and Vanessa Nakate

Subscribe to TIME →

CONTACT US AT LETTERS@TIME.COM.

TIME Ideas hosts the world's leading voices, providing commentary on events in news, society, and culture. We welcome outside contributions. Opinions expressed do not necessarily reflect the views of TIME editors.

SHARE THIS STORY

Francine Boullosa Fines Research:

On October 4, the NYC Public Library erased all fines and fees from patron accounts, following the example of many libraries across the nation. .The NYPL President Toby Max stated, "Fines are quite effective at preventing our most vulnerable communities from using (the library). That is the antithesis of our mission to make knowledge and opportunity accessible to all".

Washington and Multnomah county libraries, and Woodburn, Ashland, and Roseburg libraries do not have overdue fines; Eugene has no overdue fines for kids and teens.

Most libraries consider an item "lost" beyond 30 days overdue and hold the patron accountable. To delay the due date many libraries, SPL included, auto renews items not on hold which pushes out the 30 day late for those items.

Reopening provides an opportunity to continue the policy instituted during the pandemic of not assessing overdue fines.

Re: food for fines
25% of families experience food insecurity and thus this mechanism is not a realistic solution for the most needy patrons.

Innovative solution: The Woodburn library does not assess overdue fines. For lost or damaged fees borrowers <18yo can work on clearing their account by reading in the library - $1 per 15 minutes of monitored reading.

Many libraries have comments on their website to email or speak with library staff if help is needed paying fines. SLP does not have a similar notice on the website.
Examples:
 "Please contact us if your overdue fees are creating"
"Access to electronic materials and computers is allowed even if patron is limited from borrowing materials"
"Let us know if you are experiencing extenuating circumstances"

Libraries have different levels of blocking cards: SPL $25; Woodburn $50; Eugene $100

I asked the following questions:
1. How much is owed in overdue fines
OVERDUE $417037.45
2. How much is owed in replacement costs for items that are considered lost, damaged and otherwise included in the category.
LOST $592607.46
DAMAGE $ 7752.92
3. How much was collected in FY2018 Overdue Fines for 2018: $ 159,495.32 (This may include fines for lost and damaged books and I plan to ask Kim Carroll for additional clarification (fines, fees, assessed and collected)
4. How many cards are not able to be used due to money owed, and separating out youth and adult, and perhaps by zip codes or wards.

Salem has a total of 8329 users that are not able to be used due to money owed: 2297 blocked users plus 6032 users in collection.
2701 of those are youth accounts (children & teens).