

City of Salem

Salem Public Library

January 10th, 2024

5:30p.m. at the Salem Public Library Collaboration Studio

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

PARTICIPANTS

Board Members

Lois Stark, Chair; Francine Boullosa; Gretchen Coppedge; Sarah Bishop;
David Levy, Vice-Chair, Valerie Harris, Matthew Jobson

Staff

Bridget Esqueda, Interim City Librarian; Clarissa Maciel-Garibay, Staff
Assistant

AGENDA

1. Welcome and call to order
2. Approval of Minutes
3. Public Comment - Appearance of persons wishing to address the Board on any matter other than those which appear on this Agenda
4. Information Items
 - Teen Advisory Board (TAB) update
 - Chair's report
 - City Librarian's report
 - Friends of SPL report
 - SPL Foundation report
5. Discussion Items
 - Chair resignation (Lois)
 - Adjustment of LAB meeting times (Bridget)
 - Summary of December 6th meeting with support boards (Lois)
 - the Oregon Battle of The Books (Valerie)
 - Library Funding (Francine)
6. Action Items
7. Miscellaneous Board Items
8. Adjourn

Next Meeting: February 14th, 2024

This meeting is being conducted at the at the Salem Public Library 585 Liberty St. SE, Salem, OR 97301. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at spladmin@cityofsalem.net

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 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

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.

December 2023 City Librarian's Report

Stats

Number of visitors

- Main: 28,454
- WS Branch: 2385

Active cardholders: 38,929

Meeting/Study Room Reservations: 1,321

Reference/Directional Assistance: 6,632

Number of physical items checked out/renewals

- Main: 104,194
- WS Branch: 1511

Number of digital items checked out

- cloudLibrary: 6,730
- Overdrive: 25,550

Library Value Calculator

<https://ilovelibraries.org/what-libraries-do/calculator/>

Staff News

Staff enjoyed a holiday party with a soup competition. There were seven wonderful submissions and the three winners received gift cards to the Willamette Valley Kitchen Co! All staff received a small owl pot with succulent/cacti from Bridget and the Staff Appreciation team

Karen Kinzie, dedicated Circulation Supervisor for 22 years, retired on January 4th. Her retirement festivities were filled with many staff and people whom she worked with and provided great service for. We are very thankful and grateful for her many years at the City of Salem and her contributions to the Salem Public Library.

Kelsey Lamme recently graduated with her Masters in Library Science from San Jose State University! We are very proud of Kelsey's accomplishment and hope she stays on with the library to put her new degree to use.

Collections

Librarians exchanged collection assignments this month with the transfer of staff into different positions.

Adult Spanish audiobooks have been relocated to a nearby display unit in the window alcove. This shift provides more room for Spanish fiction and transforms the display unit into a spot for AV and for a Featured Titles display with rotating content.

Also in Teen Services, Kristy has weeded the Teen Spanish collections and Teen Audiobooks, creating much more space on the shelf for a friendlier browsing experience. Currently, she is shifting the Teen Non-fiction books as several ranges were freed up with the audiobook weed. Included in the shifting are several shelves for face-out displays so popular non-fiction topics can be highlighted for findability.

Projects and Programs

Kristy Kemper Hodge, Teen Services Librarian, and Jessica Marie, Youth Services Librarian recently met with Joseph Herrera, the Elevate Youth Program Director from the Family YMCA of Marion and Polk Counties, and connected about the variety of partnership opportunities between the library and YMCA Youth. They are creating a new

hangout center for middle and highschoolers, and are excited to take advantage of some of the library's outreach services including R.E.A.D. While You Wait Tiny Libraries and Book Bundles. Jose also shared our information with America Flores, the Early Learning Director.

Spotlight Storytelling for December focused on Hawaiian stories and culture with Alton Chung providing an amazing array of stories for attendees. One participant was an older Native Hawaiian woman who had asked her neighbor to bring her in for this event. She stayed after the program and shared her own stories about growing up in Hawaii and talked about the importance of sharing these cultural stories- especially with few people participating in this tradition.

The new library doors have been fully installed and are operating well. Patrons continue to comment on their appreciation and excitement for this change. The sliding doors make the library much more accessible, especially for those with mobility limitations.

Kristy Kemper Hodge, Teen Services Senior Librarian, held her first teen event this month, and it was a success! Teens experimented with making DIY calming glitter jars at the December Create and Connect on December 19. Teens also attended a successful JackBox Games Day on December 21, a special event during winter break. Then, teens attended Crochet and Slay on Tuesday, December 26.

We are off and running with Salem Reads for 2024. The annual Book Giveaway in early December was a huge success. We gave away 300 copies of the books along with a related craft and a sample of Ecuadorian treats in less than 2 days. Many thanks are owed to staff who packed crafts and treats while working in Teen Scene and to the Teen Advisory Board members who came and packed the actual giveaway bags.

What we are Looking Forward to!

New operational hours for both the Main library and West Salem go into effect on January 2nd. Staff are looking forward to having more capacity during the week and staff to help one another.

The first round of Customer Experience Supervisor interviews have concluded and the final candidates have gone to the second round of interviews which are currently going on.

New noise suppressing headphones are available for patrons who are experiencing sensory issues at the library.

The Salem Public Library will be receiving eclipse glasses from the SEAL program team to make eclipse viewing more broadly available for community members. These will be available for patrons sometime in March.

Strategic Plan Updates

The library purchased noise suppressing headphones after recommendation from the Accessibility Strategic Planning team. The noise suppressing headphones will help patrons enjoy their library experience without the added noise level during busier times. The headphones are currently located at the 1st floor desk for anyone to borrow.

Browsing baskets will soon be coming to the library! The baskets were purchased with the help of a Salem Public Library Foundation Sprinkle's Grant and will allow patrons to hold large quantities of books without the strain. The baskets have wheels and a pull handle for ease of transporting large book bundles in the library. This new resource was suggested by the Accessibility Strategic Planning Team. Great job!

The Organizational Culture and Operations team have compiled all the tasks, duties, and responsibilities of all staff in the organization to start analyzing stress levels and job distribution equity. They will be meeting in January to start analyzing the job duties according to the Free Library of Philadelphia Stress Test.

On January 2nd, new hours will be in place in order to sustainably serve our community and strengthen our organizational operations. Currently staff was taking on extra desk hours and tasks in order to compensate the 9 vacancies that the library was operating under. The 9 vacant positions were intentionally not being filled due to potential budget cuts that the library may be facing in the near future. The current operational hours were reduced from 52 hours a week to 38 hours at Main. The hours at West were cut from 25 hours to 10. We hope to be able to expand our hours in the future once there is more revenue.

