

## Salem Public Library Advisory Board

### Salem Public Library

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

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## Salem Public Library Advisory Board

### Board Members

Francine Boullosa  
Gretchen Coppedge  
Katherine Daniels  
Bill Distad  
Jeffrey Skrysak  
Lois Stark  
Callen Sterling  
Vacant  
Vacant

### City Staff

Sarah Strahl, City Librarian  
Clarissa Maciel-Garibay, Staff Assistant

**Next Meeting: Wed., Sept. 9, 2020**

[www.cityofsalem.net](http://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, August 12<sup>th</sup>, 2020

5:30 p.m. – 7:00 p.m. Virtual Meeting

The meeting will be available on

<https://www.youtube.com/channel/UCuw7eUMqW0fgwHhJ8h1ECIQ>

1. Call to Order
2. Approval of Minutes
  - Wednesday, June 10<sup>th</sup>, 2020
3. Public Comment

Appearance of persons wishing to address the Board can send an email to [spladmin@cityofsalem.net](mailto: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
5. Discussion Items
  - Update on shear wall art selection (Francine)
  - Parking fees (Francine/Lois)
  - LAB Funds (Francine)
  - Strategic Plan (Lois)
  - Bridge Plan (Lois)
  - Elections (Lois)
6. Action Items
  -
7. Miscellaneous Board Items
  -
8. Adjournment

# Staff News

## *Amazing staffers*

Staff have been working hard to provide virtual and in-person services to the community. They've come up and implemented lots of wild ideas, welcomed back the CCRLS courier and the amplitude of materials courier brought from the other CCRLS libraries, and created virtual library environments in the absence of physical library spaces. Happy milestones include Senior Librarian Jessica Marie reaching her 10-year anniversary with the Library and Librarian Dan Johnson completing probation as of August 1. We also said goodbye to Rebecca Wright, a library assistant in Circulation services.

# Library Spaces

## *Updates on construction and reopening*

Construction at the Main Library is on pace with where it should be! Demolition is finished and the seismic shear walls are in progress. Don't forget to check out Construction Chapters to learn more about the project and see the progress for yourself. Volume 2 focuses on the seismic benefits of the shear wall currently being installed and will be posted very soon. Also, here's some photos of the progress taken in early August.





In non-construction news: Library Express—the limited reopening of SPL @ Broadway—is on pause for the foreseeable future with the rise of COVID-19 cases in Marion county. During this pause we are focusing on how to expand services to bridge the digital divide in Salem.

## Collections

### *Virtual and physical materials updates*

A project team has formed and started work on a Collection Expansion Project. The goal of this project is to identify and procure library materials in areas of the collection that would benefit from target expansion for the reopening of the Library's Main facility. Planning is also going to begin soon for how to move back into the building and unpack existing stored collections.

In addition to our new virtual readers advisory on Facebook we're also allowing for virtual browsing of the newest titles we're getting in. The pictures go onto social media with links for placing holds directly on the items for curbside pickup.





## Events

*Virtually engaging the community*

Programming and Outreach staff got creative during the past several months to continue to connect with our community members in an exclusively online (or non-contact) environment. Below is a brief list of our efforts.

**Summer Reading** – Summer Reading Club “Imagine Your Story” was held online through the Beanstack app again this summer. Given the unusual year, we were happy to serve nearly 2700 participants. Participants heard about summer reading club through Library emails, social media, the Library website, community partners such as local schools and the Assistance League of Salem Keizer. All participants, ages birth through adult, who read or listened to stories or participated in summer reading club activities earned online badges. Those completing the program earned a book and drawstring backpack. Elementary, Teen and Adult participants earned chances to win additional prizes by trying new genres, activities, and participating in virtual library programs.

**Prize Distribution:** Summer Reading prizes, including a drawstring backpack and book for each finisher will be distributed at the Broadway location. Prize winners will be able to sign up for available time slots Tuesday afternoons, Wednesday mornings or Thursday afternoons from August 18- September 10 to pick up their prizes following a no-contact protocol.

Although Library staff miss working with our community members in person, we still managed to provide some fun and thought-provoking activities:

**StoryWalks in the Park**--This partnership between Salem Public Library and the City Parks Department provided three picture book Storywalk experiences between June 23 and July 27 at Bush, Englewood and Riverfront Parks this summer. The Library received many positive comments and a few pictures from our community members who enjoyed this safe alternative to reading together at the Library.

**Virtual Storytimes**—these early literacy videos continue to be posted to Facebook each week: Mondays and Saturdays in English; Thursdays in Spanish.

**Take and Make Kits** – 200+ craft kits for Children, Teens and Adults proved to be so popular, they were all distributed in record time with help from the Library Curbside Service Team.

**NASA @ My Library partnership** programs included a stem related Take and Make Kit and two very popular Tuesday live webcast events that attracted hundreds! of community members: My Trip to Mars Live (interactive) on June 30; and Constellations: Science and Stories in the Sky on July 28.

**Virtual Performances** - links to a video version of *Jugglemania* as a gift to our community from Rhys Thomas on July 15 and 30 families participated in a special interactive presentation of ScienceTellers “Dragons: Return of the Ice Sorceress” was shared through Zoom on July 29, 2020

**Kids’ Art Show** – By the July 31 deadline, we had over 50 online entries from young artists ages 3-11. The gallery will be shared on social media and with participating families.

**Virtual Games**— Staff used Facebook, Nintendo Switch Animal Crossing, and the GooseChase app to provide interactive virtual games with Salem community members.

Games--Patrons were offered a chance to play book-related games including “Book Titles in Emojis” (124 players) and “Blank Book Covers” (184 players) through Facebook and MailChimp. Future plans are in place for more games, including a Facebook-based murder mystery, a virtual Escape Room, Book Titles in Emojis, Part II, Book Title in Synonyms, and more.

Animal Crossing—this Nintendo Switch game provides a new opportunity to engage with our community with “Liv the Librarian” on the SPL Library Island. This program, provided through a SPL Foundation Sprinkles grant has been a hit, allowing Library staff to connect with 52 community members in the first three sessions. Many of these participants were first time Library program attendees!

Virtual Summer Fun Challenge for All Ages – Patrons of all ages were invited to sign up as individuals or teams to complete 10 video/photo missions in this game run through the GooseChase app. Players can also see and comment on the entries of other teams. The game runs from July 22 to August 12 and currently has 84 teams signed up.

**Teen Summer Events** – A total of 382 Middle and high school students attended a slate of live virtual summer events, including Art Nights, Virtual Escape Room Face-Offs, Jackbox Gaming Night, and Bucket of Words Teen Writing Group, and the ongoing weekly Quaranteen Book Chat. The summer will be capped off by a virtual version of our annual Teen Talent Showcase, which will livestream on YouTube to highlight the talents of 10 local students.

**Teen Advisory Board**—The Teen Advisory Board has continued meeting and working, adapting to the virtual environment. In addition to monthly meetings on Zoom, TAB members have worked together to decorate delivery bags for the new Operation Front Porch deliveries, draft a TAB Recommends Book List to guide other teen readers to great books, and are working on recording and editing for a digital TAB Band performance of the songs developed for the cancelled Broadway Opening event.

**Short Story Contest for Teens and Adults** – Winners will be announced on August 20 for a short story contest that drew 95 entries from middle school, high school, and adult writers.

**Exploring Together Zoom Discussions**- Talking about race and racism is often uncomfortable, sometimes confusing, and almost always difficult. Salem Public Library provided an opportunity for community members

to do the important work of exploring race and racism in America through a staff facilitated online discussion series beginning with Systemic Racism and White Privilege Tuesday evening July 28 on Zoom. A group of 23 community members attended the first discussion.

**Digital Reader's Advisory** – Librarians have teamed up for several live sessions on Facebook, offering to help people find their next great read available through our digital download systems cloudLibrary and Libby. Sessions have ranged from a general invitation for us to develop recommendations based on the last 3 books you enjoyed to more specific themes such as “your cancelled vacation location,” and “your favorite movie or TV show.”

## General Library News

### *Data Dashboard*

Members of the Library Leadership Team worked with the State Library early on in the closures due to COVID-19 to determine what to track and how during the pandemic. Attached to this report is a dashboard they've created showing the data they've been gathering. This dashboard format is one we will use to share out with LAB members quarterly (as per the last discussion on statistics with LAB.)

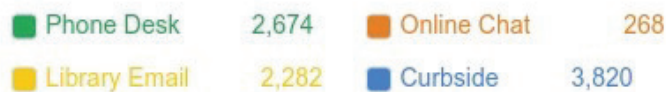
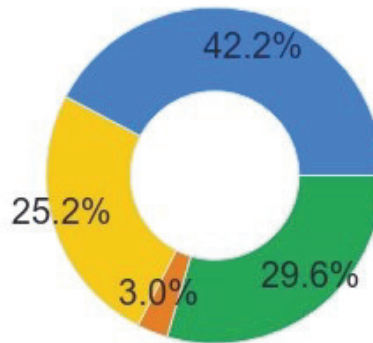


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## Customer Service Points of Contact

8,976

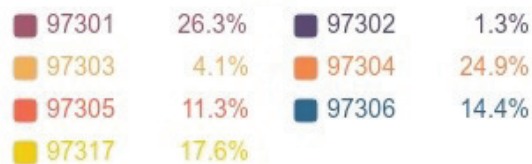
## Customer Interactions



952

## New Cardholders

### New Users By Zip Code



8,657

## Curbside Checkouts



103,749

## Ebook Checkouts



30,435

## Social Media Interactions



1,348

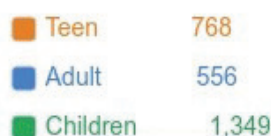
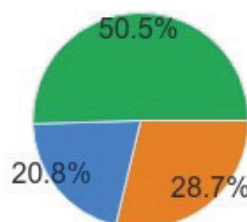
## Virtual Program Live Attendees



2,673

## Summer Reading Signups

### Summer Reading Signups



200

## Take & Make Kits Distributed

**TRUST AND AGENCY REPORT**  
**Fund 461 - - - FY 2019-20**  
**L.A.B.CONTROLLED DONATIONS (Gifts)**  
**Cost Center - 33982800 - Project #337147**

Fiscal Year	Revenue Source	Revenue	Expend Source	Expend \$	Description	Balance
<b>Balance at 06/30/19</b>						<b>179,353.41</b>
<b>Jul-19</b>	Interest	367.67				
	<b>Total Jul 19 - Revenue</b>	<u>367.67</u>	<b>Total Jul 19 - Expenditures</b>	<u>-</u>		<b>179,721.08</b>
<b>Aug-19</b>	Interest	353.19	Allocated banking fees	19.12		
	<b>Total Aug 19 - Revenue</b>	<u>353.19</u>	<b>Total Aug 19 - Expenditures</b>	<u>19.12</u>		<b>180,055.15</b>
<b>Sep-19</b>	Interest	334.70				
	<b>Total Sep 19 - Revenue</b>	<u>334.70</u>	<b>Total Sep 19 - Expenditures</b>	<u>-</u>		<b>180,389.85</b>
<b>Oct-19</b>	Interest	317.08	Allocated banking fees	28.93		
			Donation	4,000.00		
	<b>Total Oct 19 - Revenue</b>	<u>317.08</u>	<b>Total Oct 19 - Expenditures</b>	<u>4,028.93</u>		<b>176,678.00</b>
<b>Nov-19</b>	Interest	325.31	Allocated banking fees	14.96		
	<b>Total Nov 19 - Revenue</b>	<u>325.31</u>	<b>Total Nov 19 - Expenditures</b>	<u>14.96</u>		<b>176,988.35</b>
<b>Dec-19</b>	Interest	367.44	Allocated banking fees	20.20		
	<b>Total Dec 19 - Revenue</b>	<u>367.44</u>	<b>Total Dec 19 - Expenditures</b>	<u>20.20</u>		<b>177,335.59</b>
<b>Jan-20</b>	Interest	388.91	Allocated banking fees	18.03		
	LAB Gifts	150.00				
	<b>Total Jan 20 - Revenue</b>	<u>538.91</u>	<b>Total Jan 20 - Expenditures</b>	<u>18.03</u>		<b>177,856.47</b>
<b>Feb-20</b>	Interest	339.19	Other Special Payments	414.58		
			Allocated banking fees	36.27		
	<b>Total Feb 20 - Revenue</b>	<u>339.19</u>	<b>Total Feb 20 - Expenditures</b>	<u>450.85</u>		<b>177,744.81</b>
<b>Mar-20</b>	Interest	345.36				
	<b>Total Mar 20 - Revenue</b>	<u>345.36</u>	<b>Total Mar 20 - Expenditures</b>	<u>-</u>		<b>178,090.17</b>
<b>Apr-20</b>	Interest	298.41	Allocated banking fees	24.40		
	<b>Total Apr 20 - Revenue</b>	<u>298.41</u>	<b>Total Apr 20 - Expenditures</b>	<u>24.40</u>		<b>178,364.18</b>
<b>May-20</b>	Interest	316.68				
	<b>Total May 20 - Revenue</b>	<u>316.68</u>	<b>Total May 20 - Expenditures</b>	<u>-</u>		<b>178,680.86</b>
	<b>Total 19/20 Revenue</b>	<u><b>3,903.94</b></u>	<b>Total 19/20 Expenditures</b>	<u><b>4,576.49</b></u>		
<b>Balance as of 5/31/2020</b>						<u><b>178,680.86</b></u>

Prepared By: Randy Chittenden - Finance



**TRUST AND AGENCY REPORT**  
**Fund 461 - - - FY 2019-20**  
**L.A.B.CONTROLLED DONATIONS (Henricks Trust)**  
**Cost Center - 33982800 - Project #337148**

<b>Fiscal Year</b>	<b>Revenue Source</b>	<b>Revenue</b>	<b>Expend Source</b>	<b>Expend \$</b>	<b>Description</b>	<b>Balance</b>
<b>Balance at 06/30/19</b>						<b>774.65</b>
<b>Jul-19</b>	Interest	1.59				
	<b>Total Jul 19 - Revenue</b>	<u>1.59</u>	<b>Total Jul 19 - Expenditures</b>	<u>-</u>		<b>776.24</b>
<b>Aug-19</b>	Interest	1.52				
	<b>Total Aug 19 - Revenue</b>	<u>1.52</u>	<b>Total Aug 19 - Expenditures</b>	<u>-</u>		<b>777.76</b>
<b>Sep-19</b>	Interest	1.44				
	<b>Total Sep 19 - Revenue</b>	<u>1.44</u>	<b>Total Sep 19 - Expenditures</b>	<u>-</u>		<b>779.20</b>
<b>Oct-19</b>	Interest	1.41				
	<b>Total Oct 19 - Revenue</b>	<u>1.41</u>	<b>Total Oct 19 - Expenditures</b>	<u>-</u>		<b>780.61</b>
<b>Nov-19</b>	Interest	1.45				
	<b>Total Nov 19 - Revenue</b>	<u>1.45</u>	<b>Total Nov 19 - Expenditures</b>	<u>-</u>		<b>782.06</b>
<b>Dec-19</b>	Interest	1.63				
	<b>Total Dec 19 - Revenue</b>	<u>1.63</u>	<b>Total Dec 19 - Expenditures</b>	<u>-</u>		<b>783.69</b>
<b>Jan-20</b>	Interest	1.73				
	<b>Total Jan 20 - Revenue</b>	<u>1.73</u>	<b>Total Jan 20 - Expenditures</b>	<u>-</u>		<b>785.42</b>
<b>Feb-20</b>			Other Special Payments	785.42	Pronto Signs	
	<b>Total Feb 20 - Revenue</b>	<u>-</u>	<b>Total Feb 20 - Expenditures</b>	<u>785.42</u>		<b>-</b>
	<b>Total 19/20 Revenue</b>	<u>10.77</u>	<b>Total 19/20 Expenditures</b>	<u>785.42</u>		
<b>Balance as of 5/31/2020</b>						<b>-</b>

Prepared By: Randy Chittenden - Finance

**TRUST AND AGENCY REPORT**  
**Fund 461 - - - FY 2019-20**  
**L.A.B.CONTROLLED DONATIONS (Luella Charlton Estate)**  
**Cost Center - 33982800 - Project #337149**

<b>Fiscal Year</b>	<b>Revenue Source</b>	<b>Revenue</b>	<b>Expend Source</b>	<b>Expend \$</b>	<b>Description</b>	<b>Balance</b>
<b>Balance at 06/30/19</b>						<b>28,893.09</b>
<b>Jul-19</b>	Interest	59.37				
	<b>Total Jul 19 - Revenue</b>	<u>59.37</u>	<b>Total Jul 19 - Expenditures</b>	<u>-</u>		<b>28,952.46</b>
<b>Aug-19</b>	Interest	56.89				
	<b>Total Aug 19 - Revenue</b>	<u>56.89</u>	<b>Total Aug 19 - Expenditures</b>	<u>-</u>		<b>29,009.35</b>
<b>Sep-19</b>	Interest	53.90				
	<b>Total Sep 19 - Revenue</b>	<u>53.90</u>	<b>Total Sep 19 - Expenditures</b>	<u>-</u>		<b>29,063.25</b>
<b>Oct-19</b>	Interest	52.23				
	<b>Total Oct 19 - Revenue</b>	<u>52.23</u>	<b>Total Oct 19 - Expenditures</b>	<u>-</u>		<b>29,115.48</b>
<b>Nov-19</b>	Interest	53.64				
	<b>Total Nov 19 - Revenue</b>	<u>53.64</u>	<b>Total Nov 19 - Expenditures</b>	<u>-</u>		<b>29,169.12</b>
<b>Dec-19</b>	Interest	60.58				
	<b>Total Dec 19 - Revenue</b>	<u>60.58</u>	<b>Total Dec 19 - Expenditures</b>	<u>-</u>		<b>29,229.70</b>
<b>Jan-20</b>	Interest	64.07				
	<b>Total Jan 20 - Revenue</b>	<u>64.07</u>	<b>Total Jan 20 - Expenditures</b>	<u>-</u>		<b>29,293.77</b>
<b>Feb-20</b>	Interest	56.00				
	<b>Total Feb 20 - Revenue</b>	<u>56.00</u>	<b>Total Feb 20 - Expenditures</b>	<u>-</u>		<b>29,349.77</b>
<b>Mar-20</b>	Interest	57.02				
	<b>Total Mar 20 - Revenue</b>	<u>57.02</u>	<b>Total Mar 20 - Expenditures</b>	<u>-</u>		<b>29,406.79</b>
<b>Apr-20</b>	Interest	49.27				
	<b>Total Apr 20 - Revenue</b>	<u>49.27</u>	<b>Total Apr 20 - Expenditures</b>	<u>-</u>		<b>29,456.06</b>
<b>May-20</b>	Interest	52.28				
	<b>Total May 20 - Revenue</b>	<u>52.28</u>	<b>Total May 20 - Expenditures</b>	<u>-</u>		<b>29,508.34</b>
	<b>Total 19/20 Revenue</b>	<u>615.25</u>	<b>Total 19/20 Expenditures</b>	<u>-</u>		
<b>Balance as of 5/31/2020</b>						<b>29,508.34</b>

**City of Salem**  
**Summary of Revenues/Expenses 461-33982800**  
**For Month Ended, May 31, 2020**

<b>Beg Balance</b>		209,021.15
<b>Project 337147</b>		
Revenue	3,903.94	
Expenses	4,576.49	(672.55)
<b>Project 337148</b>		
Revenue	10.77	
Expenses	785.42	(774.65)
<b>Project 337149</b>		
Revenue	615.25	
Expenses	-	615.25
<b>Net Balance</b>		<u><u>208,189.20</u></u>