

Lacey Library Board Minutes
September 11, 2019, 5:30 p.m.
(Lacey Timberland Library Community Room)

Present: Scott Robinson, Amy Blondin, James Murray, Pam Nelson, Sarah Horlacher, Holly Paxson (Lacey Timberland Library Manager)

Scott called the meeting to order at 5:34 p.m.

Scott introduced board members to our new youth representative, Sarah Horlacher.

Moved, seconded and carried to approve the agenda as written.

Moved, seconded and carried to approve the minutes from the June 12 meeting as written.

Moved, seconded and carried to approve the minutes from the July 24 meeting as written.

There were no public comments.

Library Manager's Report:

- The library has hired a new aide, so all Lacey positions have been filled.
- The summer library program, "A Universe of Stories," was the most successful yet. Lacey had 3,038 adults, teens, kids and babies register, and a 44 percent completion rate.
- The Lacey supervisory team met with Buffalo Design architects in early July for the central service desk design planning. Remodel tentatively scheduled to begin September 2020.
- Library staff are preparing for a district-wide Native Voices program during September.
- Holly asked board members to think about service organizations we're involved with that may be interested in hearing her presentation on the remodel.
- Remodel update:
 - Interim one-desk set-up starting in November. Staff will be cross-trained this fall.
 - Six new self checkout machines.
 - Week of November 18 will include a short closure for installation of machines, moving kids' nonfiction to kids' side of library.
 - We have until September 2020 to gather donations for the remodel. Brainstorming is happening for additional fundraising, including an electronic campaign this fall.

Friends Remodel Mitigation Plan:

Friends of the Lacey Library presented Holly a remodel mitigation plan (because the remodel will impact the Friends' book sales), and asked board to pass along to the City. The mitigation plan includes asking for city space in October and December 2020 to store books and hold book sales, and city lobby space for book donations. The Friends will manage the books daily.

It was moved and seconded to forward the letter from the Friends to the City Manager.

Encampment Conversation:

Lynda Zeman from the Lacey City Council joined the meeting to ask whether the board had heard any issues with individuals living in the encampment in the library overflow parking lot. Holly shared there was one incident, which was quickly mitigated. The Board had not heard of any other incidents. Many

library staff have attended mental health first aid training to ensure they are able to support patrons as needed.

New Business:

Scott shared the board bylaws are outdated, and we would discuss at our next meeting, Nov. 13.

Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Amy Blondin

Lacey Library Board
Library Manager's Report
Presented on September 11, 2019
For June/July/August 2019

Library News:

Welcome to Maggie Post, the newest Aide for Lacey. She comes to us with many years of school library experience. As of the writing of this report, all Lacey's vacant positions have been filled.

This year's Summer Library Program theme 'A Universe of Stories' was our most successful yet! Registration kicked off June 1st with Lacey staff visiting several North Thurston and private elementary schools to promote the program. When the program ended on August 31, Lacey had 3,038 adults, teens, kids, and babies registered for SLP, with a 44% program completion rate.

The Lacey Supervisory team met with Buffalo Design architects in early July to begin planning the design of our central service desk. The meeting lasted a full day and also included the project manager from the City of Lacey and our lead Network Coordinator in IT from TRL. The architects are putting together draft plans for staff to review. As of now, the remodel is tentatively scheduled to begin September 2020.

Timberland News:

The Lucky Day collection now includes DVD's! No waiting. No holds. No renewals. One week checkout period for films. Three week checkout period for books. Limited to two books and two films per library card. See if today is your 'Lucky Day' when you visit the library!

LA staff are preparing for the district-wide Native Voices program during the month of September featuring Cheyenne/Arapahoe author Tommy Orange. See events calendar at trl.org for events.

Programming:

June

Youth: 2 programs attended by 80 people

Adult: 2 programs attended by 37 people

All ages: 4 programs attended by 195 people

July

Youth: 12 programs attended by 1,274 people

Adult: 1 programs attended by 12 people

All ages: 3 programs attended by 233 people

August

Youth: 7 programs attended by 535 people

Adult: 1 programs attended by 3 people

All ages: 3 programs attended by 257 people

Outreach:

June

Adult: Held Pop-Up Library event at Hawks Prairie Kiosk location, tabled at Roo Lan Health Fair.

Youth: Tabled at NTPS College & Career Fair, visited Seven Oaks elementary family night. School visits promoting Summer Library Program to 10 elementary schools & summer school orientation reaching 4,429 students & teachers.

July

Adult: Held Pop-Up Library event at Hawks Prairie Kiosk location.

August

Youth: Hosted outreach table at Thurston County Fair, presented storytime at Lakes Elementary, presented at Childcare Action Council event @ Lacey Community Center.

Adult: Held Pop-Up Library event at Hawks Prairie Kiosk location, gave tour to visiting elementary education students from Mukogawa University in Japan.

Circulation:

We checked out 76,371 physical & digital items in June, about the same as June of 2018.

We checked out 83,477 physical & digital items in July, an increase of 3% over July of 2018.

We checked out 83,466 physical & digital items in August, an increase of 3% over August of 2018.

The library was visited by 24,730 patrons in June, a decrease of 7% over June of 2018.

The library was visited by 27,393 patrons, about the same as July of 2018.

The library was visited by 27,863 patrons, a decrease of 5% over August of 2018.

Building:

No issues to report.

Submitted by Holly Paxson, Lacey Library Manager

September 3, 2019