



## Ledding Library Board Meeting

## Agenda

July, 10, 2023

Ledding Library

Meeting called by: Karla Branson, Library Board Chair

### Attendees:

- |                                                            |                                                            |                                          |                                                                   |
|------------------------------------------------------------|------------------------------------------------------------|------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Karla Branson<br><i>Chair</i>     | <input type="checkbox"/> Deepak Kadetotad                  | <input type="checkbox"/> Shawne Smith    | <input type="checkbox"/> Maryruth Storer                          |
| <input type="checkbox"/> Ann Heiliger<br><i>Vice-Chair</i> | <input type="checkbox"/> Joel McLemore<br><i>Secretary</i> | <input type="checkbox"/> Krystina Thomas | <input type="checkbox"/> Brent Hushner<br><i>Library Director</i> |

**Guest:** Nancy Wittig, Friends of Ledding Library President

### AGENDA TOPICS

	LEAD	TIME
1. Call to order <ul style="list-style-type: none"><li>Native Lands Acknowledgement</li><li>Gratitude Exercise</li><li>Approval of minutes from May 08 meeting</li></ul>	Karla	5:30 pm
2. Meet The Staff: Elysa FoxMAN	Brent	5:40 pm
3. Friends Report	Nancy	5:50pm
4. Community Comment	Karla	5:55 pm
5. Old Business <ul style="list-style-type: none"><li>Elections</li></ul>	Karla	6:00 pm
6. New Business <ul style="list-style-type: none"><li>Fee Schedule</li><li>Fall Author Series</li></ul>		
7. Director's Report <ul style="list-style-type: none"><li>Library Update</li></ul>	Brent	6:20 pm

Next meeting date: 5:30 pm, August 14 2023, Meeting Room, Ledding Library, 10660 SE 21<sup>st</sup> Ave, Milwaukie.

Please contact Brent Husher at 503-786-7584 or [husherb@milwaukieoregon.gov](mailto:husherb@milwaukieoregon.gov) if you cannot attend the meeting.



## Ledding Library Board Meeting

## Minutes

May 8, 2023

Ledding Library

Meeting called by: Karla Branson, Library Board Chair

### Attendees:

☒ Karla Branson      ☒ Deepak Kadetotad      ☒ Shawne Smith      ☒ Maryruth Storer  
*Chair*

☒ Ann Heiliger      ☒ Joel McLemore      ☒ Krystina Thomas      ☒ Brent Hushner  
*Vice-Chair      Secretary      Library Director*

**Guest:** Nancy Wittig, Friends of Ledding Library President

### AGENDA TOPICS

	LEAD	TIME
1. Call to order <ul style="list-style-type: none"><li>Native Lands Acknowledgement</li><li>Gratitude Exercise</li><li>Approval of minutes from April 10 meeting</li></ul>	Karla	5:34 pm
2. Meet The Staff: Jessalynn Gale	Brent	5:44 pm
3. Friends Report <ul style="list-style-type: none"><li>Sunday sales begin 5/21, quarterly sale is 5/13 along with the Plant Sale.</li><li>Lots of inventory/donations and new merchandise.</li><li>Always need volunteers for Sunday sales.</li></ul>	Nancy	6:01pm
4. Community Comment. --No community comment this month.	Karla	6:06 pm
5. Old Business No old business.	Karla	6:07 pm
6. New Business <ul style="list-style-type: none"><li>Bylaws update - Officer Election Date Change --changing date from April to July to match the City's current fiscal year. Nominations for officer elections will be in June. --official change to monthly meeting schedule to second Monday of month. Board motion for both changes to bylaws, seconded and passed unanimously.</li></ul>		

<ul style="list-style-type: none"> <li>○ State Library Data Report State compiles data and makes it publicly available. Data is evaluated to see how Milwaukie compares with library systems of similar size/population, especially for data such as salaries and staffing, using metrics such as FTE per 1k population served. Information will be important to use when the Board advocates for the Library. Maryruth wanted verification of subscriptions available for Ledding Library. Data is submitted each October. Accomplishments can also be shared. Usage data allows for resource/staffing planning and determining hours of operation that best meet community needs.</li> </ul>		
<p>7. Director's Report</p> <ul style="list-style-type: none"> <li>○ Library Update—emailed for staff review.</li> </ul>	Brent	6:29 pm
<p>8. Adjournment</p>	Karla	6:30 pm

**Next meeting date: 5:30 pm, June 12th 2023, Meeting Room, Ledding Library, 10660 SE 21<sup>st</sup> Ave, Milwaukie.**  
**Please contact Brent Husher at 503-786-7584 or [husherb@milwaukieoregon.gov](mailto:husherb@milwaukieoregon.gov) if you cannot attend the meeting.**

# Monthly Report, Ledding Library, Milwaukie, OR – May 2023

## Director

Below are our monthly statistics comparing numbers from May 2023 to May 2022. Like in last month's report, more people visited, more computers were used, and more programs were offered than in the previous year.

Ledding Library Statistics							
	May		2023				
Circulation	2023	2022	2021	2020	2019	2018	2017
	52388	49303	30794	6179	42682	48718	51772
Patron visits	16224	14208					
New Cards	309	317					
Computer use	1122	927					
WiFi sessions	1359	940					
Questions (all desks)	2631	2963					
Programs							
Adult	4	5					
Attendance	93	99					
Juvenile	25	14					
Attendance	1421	1233					
Teen	6						
Attendance	32						
Total Programs	35	19					
Total Attendance	1546	1332					
Volunteers							
Number	69	103					
Hours worked	765	841					

*Unintended consequences of library fines:*

Talk with me long enough, and you'll eventually hear me advocating for reducing and eliminating library overdue fines. This comes from a place of examining impact. Rather than reviewing the research in this report, or jumping on my soapbox, today I want to share with you two anecdotes that Kirsten VanDyke, a member of team from the Children's Library that demonstrates impact:

Interactions with families at Ardenwald Elementary during their Literacy Night:

One lady came to chat with us and mentioned how much she loves the look of the new building – "I love looking at it as I drive by, but it makes me sad because I know that I can't come in and see it or make use of it".

When we asked her why, she said that she had a lot of fines on her account and that she was worried that the amount would be so much now and there was no way she could pay for it.

Not only are patrons worried about fines, but some are also worried that fines accrue interest and the amount becomes even more out-of-control! The real kicker from this conversation is that these worrisome fines were from the late 80s/early 90s! She has been avoiding the library for 30 years because of fines that she received when she was at school!

I was approached by another lady who wanted to 'talk to me about a personal problem' and asked that I step aside to chat to her – I wasn't quite sure what to expect! Her family (with 4 kids) have been through a rough patch and have had to move 5 times over the last few years.

The library books that they had out are long since lost and she was worried that the cost would be too much to ever be able to pay back. They've been staying away from the library because they thought they might be banned by now.

When I looked up the accounts for each family member (4 kids, 1 adult), not a single account is still open. I did follow up with her to let her know that there are no fines and no accounts in their name and then enthusiastically encouraged them to come in and visit, set up new cards and sign up for summer reading!

*Kudos:*

A big thank you to Alex King for the great job they did on the restroom signage projects! A patron (who previously worked as a social worker) said "thank you" for the signage in the restroom that points patrons towards community & mental health resources.

Thank you to Tara Goe for organizing and making the end caps in the adult section more inviting, attractive, and easier for our patrons to navigate the collection.

Kelly Lamm for introducing an autistic teen to the teens in the teen room and making the teen room inviting and accessible to all.

Elysa Foxman for stepping up to manage the Squash adoption program.

## Adult Services

### *Adult Programs:*

- Robert provided a basic resume/cover letter workshop for participants from the Immigrant and Refugee Community Organization (IRCO).
- Christine is coordinating the adult summer reading program that includes two components: weekly drawings of gift cards (including many local businesses from downtown Milwaukie) and a "Book Bingo game." Friends of the Ledding Library make this program possible.
- The Milwaukie Poetry Series featured Maxine Scates and engaged an audience of 33 poetry enthusiasts.

### *Special Projects & Staff Initiatives:*

- Tara completed her fourth and final session of the "Libraries Leading with Equity" training that provides comprehensive equity, diversity and inclusions education for librarians and educators.
- Christine completed a safety inspection of the library with a city colleague from Public Safety. The Library did well on the inspection.
- Robert coordinated a transition to a new vendor for management of most of our magazine and newspapers subscriptions. This change is saving the library \$1000 in the next fiscal year and simplifying the local procedures of managing this collection.
- Tara created wayfinder signage for Adult Nonfiction to improve browsability.

## Youth Services

### *Children's Programs*

While on a storytime break this month:

- Clackamas Parenting Together offered a weekly playgroup/parenting support time at the library every Thursday. We gave 30 early literacy kits in English & Spanish to the families who attended.
- Shira Fogel of Tiny Talkers returned for a preschool sing & sign class.
- Sara O'Donnell created a hands-on play lab for toddlers called Tiny Tinkerers.
- We offered 3 weeks of Saturday morning drop-in playtimes and one Saturday Spanish storytime. Other children's programs included a LEGO Club and a weekly read to the dog session.

### *Outreach & Class Visits*

So much outreach! We took the library on the road in May:

- Rowe Middle School, Wichita Center, and Ardenwald Elementary School Open Houses
- Noche Latina for N. Clackamas School District Families at Milwaukie High School
- Ready Set Go Familia Fest

- Storytime at Oak Grove Elementary School's PreK classroom
- Healthy Families - delivered 93 early literacy kits in English & Spanish

Thanks to all the staff who made it possible to share resources, make community connections & issue library cards off site this month: Sara, Jessalynn, Kirsten, Ainsley, Melissa, Ellen & Mariia.

In addition, we shared 3 storytimes with the Bilquist and Wichita Center Ready Set Go classes in the library and on Zoom.

### *Teens*

Middle schoolers enjoyed a drop-in teen night on May 11, complete with ping pong, duct tape wallets, music and snacks in the Community Room.

Robert hosted weekly teen game nights, opening up the Xbox X and PS5 game consoles in the teen room to anyone in grades 6-12 every Tuesday. He offered a bonus session on Sunday, May 21.

The teen advisory board (TAB) assembled summer reading bags at an astonishing speed during their May meeting.

### Circulation Services

- Circulation staff worked together to provide feedback on the new Leding Library Welcome Brochure. This brochure is the result of staff wanting to reduce the amount of paper and individual handouts that were given to new library patrons. Tasha led the idea by creating the brochure and combining all the information. Then with feedback from management and the rest of the circulation team, the new brochure was created. It was truly a team effort that continues to evolve.
- Mariia Hrubá began her internship in May. She is learning basic circulation tasks, shadowing at service desks, and attended and outreach event with Jana. She is very excited to work with children and will be helping the Children's Library with Summer Reading and summer programs in the park.
- The Circulation Team helped prepare all the Summer Reading bags. In a short week, they stuffed over 2000 bags.
- Brent and Kelly toured Oregon City Library.
- In May we changed our cash handling procedures to be more secure. Staff that are working at the circulation desk now have keys to the drawer on wristbands. This allows them to step away from the desk without worrying about leaving a key to the cash drawer. Cash is also removed and locked in the safe at closing each night.
- IT assisted with installing new usernames and passwords at the circulation service points. This allows staff to better utilize Microsoft Teams for chats and complies software licensing and improved password security.
- Circulation Team problem solved a printing issue with the new RFID pads and worked with network to resolve the issue through communication and testing out different solutions.

- The Technical Services Team met in May and planned a training and field trip to Network in August.
- Ellen attended an outreach literacy event at Ardenwald Elementary with Kirsten.
- Melissa attended Noche Latina event at Milwaukie High School with Jana.



## Monthly Report, Ledding Library, Milwaukie, OR – June 2023

### Director

Below are our monthly statistics comparing numbers from June 2023 to June 2022. Like in previous months, more items were checked out, more people visited, more new cards were issued, more computers were used, and more programs were offered than in the previous year.

	<b>Ledding Library</b>		<b>Statistics</b>				
	<b>June</b>		<b>2023</b>				
	<b>2023</b>	<b>2022</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
<b>Circulation</b>							
June only	53036	48349	36310	11064	44282	50283	52766
Fiscal Year	619636	570967					
<b>Patron visits</b>	17311	14945					
<b>New Cards</b>	349	340					
<b>Computer use</b>	1041	797					
<b>WiFi sessions</b>	1185	917					
<b>Questions (all desks)</b>	2371	2054					
<b>Programs</b>							
Adult	5	6					
Attendance	66	285					
Juvenile	22	20					
Attendance	1875	2529					
Teen	6						
Attendance	22						
<b>Total Programs</b>	33	26					
<b>Total Attendance</b>	1963	2814					
<b>Volunteers</b>							
Number	76	116					
Hours worked	794	718					

***Volunteer Recognition:***

In June library managements hosted an after-hours volunteer recognition event recognizing all our library volunteers. It was special to see the larger team, including library volunteers, friends, board members, foundation members and staff, all together.

***Fall Programing:***

During June, adult service librarians have been busy planning fall programing at the library. Financial support for these programs is made possible through the Friends of the Ledding Library organization.

Christine has scheduled the [Mexica Tiahui Aztec Dance Group](#) on Saturday, September 16<sup>th</sup> and a spooky storytelling program hosted by Will Hornyak on Sunday, October 29<sup>th</sup>.

Robert is scheduling [Music as a Tool for Justice](#) with Donovan Scribes, as part of the Oregon Humanities Conversations Project. Date TBD, but we're aiming for November.

Liberty and justice for all? In this conversation, we'll examine what the word "justice" means and examine how it's applied in Oregon. With the aid of local and national hip hop music videos and lyrics, we will examine the history of our state, legal anti-Blackness, and resistance movements. We will also examine a critical question: Are we closer to or further from justice for all since 2020? Join writer, artist, speaker, and producer Donovan Scribes for an exploration of Oregon as he lets music guide these critical questions and more about the place we live in.

In addition to our longstanding partnerships that bring the Ledding Lecture Series, and the Milwaukie Poetry Series, I've worked closely with Tara to provide a Fall Author Series.

**Fall Author Series**

Wednesday, September 20<sup>th</sup>

**Elizabeth Fournier** - [The Green Burial Guidebook](#)

Elizabeth Fournier is an eco-friendly funeral director and author of 3 books including *The Green Burial Guidebook*. She owns and operates Cornerstone Funeral Services where she is affectionately known as "The Green Reaper." Funeral expenses in the United States average more than \$10,000, and every year conventional funerals bury millions of tons of wood, concrete, and metals, as well as millions of gallons of carcinogenic embalming fluid. In this talk, Elizabeth will discuss her book and introduce green burial alternatives.

Wednesday, September 27<sup>th</sup>

**Emilly Prado** - [\*Funeral for Flaca\*](#)

Emilly Prado is an award-winning writer, educator, and DJ living in Portland, Oregon with roots in the San Francisco Bay Area. Her debut essay collection, *Funeral for Flaca*, has been called, “Utterly vulnerable, bold, and unique,” by *Ms. Magazine* and was the winner of the 2022 Pacific Northwest Book Award. In *Funeral for Flaca*, Prado retraces her experience coming of age as a prep-turned-chola-turned-punk in a collection that is one-part memoir-in-essays, and one-part playlist, zigzagging across genres and decades, much like the rapidly changing and varied tastes of her youth.

Thursday, October 12<sup>th</sup> -

**Brian Lowery** - [\*Selfless: The Social Creation of “You”\*](#)

Brian Lowery is The Walter Kenneth Kilpatrick Professor of Organizational Behavior. He received his doctorate in social psychology from UCLA in 2001, and has been on faculty at Stanford since 2002. In *Selfless*, Brian Lowery argues for the radical idea that the “self” as we know it — that “voice in your head” — is a social construct, created in our relationships and social interactions. By recognizing that we are products of relationships — from fleeting transactions to deep associations — we shatter the myth of individualism and free ourselves to make our lives and the world accordingly.

Thursday, October 19<sup>th</sup> **LGBTQ+ History Month**

**Elyssa Maxx Goodman** - [\*Glitter and Concrete\*](#)

Elyssa Maxx Goodman is a New York-based writer and photographer specializing in non-fiction writing and documentary photography. *Glitter and Concrete*, her first book, traces the Technicolor history of drag in New York City and the role it’s played in both queer culture and urban life — from the Jazz Age to Drag Race.

Wednesday, October 25<sup>th</sup> **LGBTQ+ History Month**

**Casey Parks** - [\*Diary of a Misfit: A Memoir and a Mystery\*](#)

Casey Parks is a reporter for *The Washington Post* who covers gender and family issues. She was previously a staff reporter at the *Jackson (Miss.) Free Press* and spent a decade at *The Oregonian*. *Diary of a Misfit* was named one of the best books of 2022 by *The Washington Post*, *Boston Globe*, *Booklist*, *Kirkus Reviews* and *New York Public Library*. It is part memoir, part sweeping journalistic saga: As Casey follows the mystery of a stranger’s past, she is forced to reckon with her own sexuality, her fraught Southern identity, her tortured yet loving relationship with her mother, and the complicated role of faith in her life.

***Kudos:***

For Christine - A lovely patron, shared how much she's enjoying summer reading. She's especially enjoying Book Bingo because it's getting her to explore other genres, and she's found some new authors that she loves. Well done with ASR! 😊

Thank you, Alex King, for your help and your eagle eye in finding McNaughton duplicates for discard. It is so helpful!

***Adult Services******Special Projects & Staff Initiatives:***

Tara purchased a little over 100 titles for our **new Adult Graphic Novel collection**, which will most likely be launched in July. More details coming soon!

So far, the **Adult Summer Reading program has 207 signups!** (The library started offering adult summer reading in 2010. Our previous record high for signups was 141 in 2015.) Also, in June (the first month of summer reading), we have received 312 book slip submissions and awarded 9 gift cards.

**Trainings:** Blue Cloud Analytics training on 6/30 and Exploring Bias training for 6/14. Both were useful in different ways!

***Youth Services***

For the first summer since COVID, since the move, since the old library, it feels like we're fully back in business!

***Children's Programs***

June programs included:

- Storytime in the park every Monday & Tuesday morning with 100+ people each day.
- The Sojourner Elementary School Marimba Band
- Milwaukie High School Asian American Pacific Islander Club's Dance Team
- Singer/songwriter Nathalia's concert in the park

***Summer Reading!***

- 1990 kids and teens signed up for the summer reading program and received a free book this month, a 42% increase over last June. Almost 30% of them (578) signed up at outreach events off site.
- Thanks to the Friends of Ledding Library for sponsoring all the free books.

***Outreach & Class Visits***

We took summer reading sign-ups on the road in June!

Outreach:

- Lewelling Elementary School Family Night
- Linwood Elementary School Family Night
- Milwaukie High School Pride Celebration

- 13
- N. Clackamas summer CARE site at Ardenwald Elementary (120 kids)
  - N. Clackamas summer school & enrichment site at Lot Whitcomb Elementary (180 kids)

We also welcomed 9 classes to the library for summer reading sign-ups:

- Milwaukie/El Puente – 7 classes
- St John the Baptist – 2 classes

Thanks to all the staff who made it possible to hand out free books, make community connections & issue library cards off site this month: Elysa, Jessalynn, Kirsten, Sara, Brent & Mariia.

### *Teens*

Middle schoolers enjoyed a drop-in teen night on June 20, complete with ping pong, book art, music and snacks in the Community Room.

Robert hosted weekly teen game nights, opening up the Xbox X and PS5 game consoles in the teen room to anyone in grades 6-12 every Tuesday.

The teen advisory board (TAB) worked on a discard project at their June meeting.

### **Circulation Services**

- In June, the circulation team had mini-meetings. This format allowed us to brainstorm ideas in a small group for making changes to our Damaged, Repair and Snag processes.
- Melissa and Fida will represent the library staff on the City's Visioning and Values committee.
- Staff was happy to host and attend the Friends and Volunteer Recognition Mocktail Hour. Several staff members donated flowers from their gardens. Lucy and Eileen used their floral arranging skills to create five beautiful arrangements for the event. Library patrons enjoyed the flowers for several weeks!
- Mariia, our IRCO intern, increased her summer hours to full-time. She has attended several outreach events with the children's team, learning how to shelve and create library cards, helping with daily tasks, and more. On one of her outreach events, she was able to speak Russian with a family at a literacy event.
- Becky, Alex, Melissa, Eileen and Fida attended a second session of DEI training presented by the city.
- Alex and Melissa attended Conflict Resolution Training provided by the city.
- Kelly met with Amanda Dennis and Trish Elmer from Clackamas County Parole and Probation Division to discuss potential outreach and support for patrons who need assistance with resources who are also on probation. They plan on using the library's meeting spaces to meet with clients.
- Staff completed a training survey based on suggestions they provided during our last staff meeting. The results of the survey will be used to determine future staff training sessions for the group or individuals.
- Kelly attended BlueCloud Analytics training provided by NT.
- Mariia assisted Jana with Summer Reading Outreach at Ardenwald Elementary.