



Ledding Library Board Meeting

Agenda

August 5, 2024

Ledding Library

Meeting called by: Karla Branson, Library Board Chair

Attendees:

Karla Branson Deepak Kadetotad Shawne Smith Maryruth Storer Bea Perkins
Chair

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

Guest: Donna Fuller, Friends of Ledding Library

AGENDA TOPICS

	LEAD	TIME
1. Call to order <ul style="list-style-type: none"> • Native Lands Acknowledgement • Gratitude Exercise • Approval of minutes from June 10 meeting 	Karla	5:30 pm
2. Friends Report	Donna	5:45pm
3. Community Comment	Karla	5:50 pm
4. Old Business <ul style="list-style-type: none"> o Nominations/Voting 	Karla	5:55 pm
5. New Business <ul style="list-style-type: none"> o Library Hours 	Karla	6:15 pm
6. Director's Report <ul style="list-style-type: none"> o Library Update 	Brent	6:20 pm

Next meeting date: 5:30 pm, September 9, 2024, Community Room, Ledding Library, 10660 SE 21st Ave, Milwaukie.
Please contact Brent Husher at 503-786-7584 or husherb@milwaukieoregon.gov if you would like to connect to the meeting via Zoom or accommodations.



Ledding Library Board Meeting

Minutes

June 10, 2024

Ledding Library

Meeting called by: Karla Branson, Library Board Chair

Attendees:

Karla Branson Deepak Kadetotad Shawne Smith Maryruth Storer Bea Perkins

Chair

Ann Heiliger Joel McLemore Krystina Thomas Brent Husher

Vice-Chair

Secretary

Library Director

AGENDA TOPICS

LEAD

TIME

AGENDA TOPICS	LEAD	TIME
1. Call to order <ul style="list-style-type: none"> • Native Lands Acknowledgement • Introductions / Icebreaker / Welcome New Member • Approval of minutes from May 13 meeting 	Karla	5:32 pm
2. Friends Report—report via Karla—great kickoff, plant sale 7100, Sunday books over \$1500, quarterly sale over 2000, looking for bookshop volunteers.	Donna	5:53pm
3. Community Comment—no community comment this month.	Karla	5:54 pm
4. Old Business <ul style="list-style-type: none"> ○ Library Strategic Planning—plan to retain detailed version as working document alongside summary version. Written report ready to submit to Council for work session. Strategic plan approved by Board as written. 	Karla	5:54 pm
5. New Business <ul style="list-style-type: none"> ○ Nominations—Officers have indicated willingness to serve additional term, no other nominees, voting to take place at July meeting. 	Karla	6:03 pm
6. Director’s Report <ul style="list-style-type: none"> ○ Library Update—Staff have handed out donated granola bars and water to patrons. May be receiving more outside support for future library use as cooling center. New focus on circulation activity/numbers will be regular feature of report going forward. ○ No negative feedback on hours change, positive response for extended Sunday hours, will evaluate data to determine if/how hours will change after Milwaukie Farmer’s Market season ends. ○ Brent and Krystina continuing to work with Ledding Library Foundation. 	Brent	6:04 pm

7. Adjournment	Karla	6:22 pm
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Adjournment Karla 6:22 pm.

Next meeting date: 5:30 pm, July 8, 2024, Meeting Room, Ledding Library, 10660 SE 21st Ave, Milwaukie.

Please contact Brent Husher at 503-786-7584 or husherb@milwaukieoregon.gov if you would like to connect to the meeting via Zoom or accommodations.

Monthly Report, Milwaukie Ledding Library, OR – July 2024

Director’s Report:

In November 2023, Milwaukie residents were surveyed on various city services by FM3 Research Services. Here are some results related to library hours and services:

- Weekend daytime hours was the 2nd most important item to the community
- Hours after 5pm on the weekends was the least important.

At the work session in April 2024, the Library Board discussed strategies as it provided input for creating a new library strategic plan. An important part of that conversation was the idea of balancing operational capacity and strategic priorities. I explained that we are already stretched thin because we are open more hours than our staffing level should allow.

In July 2024, I reviewed and compared libraries near Milwaukie Ledding Library, because I believe another way we stretch the capacity of our library team, is by proving more open hours than our regional partners (often with less funding and less staffing). This September, Gladstone will open its new library and reduce hours there and at Oak Lodge with evening closing at 7 pm, and no hours on Sundays. Looking at their staffing level, this change makes logical sense, but will there be impact on usage at Milwaukie Ledding as a result?

Below shows current (or soon to be current in the case of Oak Lodge and Gladstone) hours/data at our library and others nearby:

101 - Library Name	Hours open per week	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Milwaukie Ledding Library	62	10-6	10-6	10-8	10-8	10-8	10-6	10-6
Oak Lodge Public Library	48	closed	10-6	11-7	11-7	11-7	10-6	10-6
Gladstone Public Library	48	closed	10-6	11-7	11-7	11-7	10-6	10-6
Happy Valley Public Library	62	10-6	10-6	10-8	10-8	10-8	10-6	10-6
HOLEGATE (MCPL)	53	12-5	12-8	12-8	10-6	10-6	10-6	10-6
Lake Oswego Public Library	54	1-5	10-7	10-7	10-7	10-7	10-5	10-5
Oregon City Public Library	58	12-5	10-7	10-7	10-7	10-7	10-7	10-6
SELLWOOD (MCPL)	53	12-5	12-8	12-8	10-6	10-6	10-6	10-6
WOODSTOCK (MCPL)	53	12-5	12-8	12-8	10-6	10-6	10-6	10-6
Other libraries larger &/or further away								
Beaverton City Library	56	1-6	10-7	10-7	10-7	10-6	10-6	10-6
Hillsboro Public Library	64	10-6	10-8	10-8	10-8	10-8	10-6	10-6
Tigard Public Library	64	10-6	10-8	10-8	10-8	10-8	10-6	10-6
Tualatin Public Library	64	10-6	10-8	10-8	10-8	10-8	10-6	10-6
West Linn Public Library	54	10-4	10-6	10-7	10-7	10-6	10-6	10-4
Wilsonville Public Library	60	1-5	10-8	10-8	10-8	10-8	10-6	10-6

101 - Library Name	Hours open per week	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	817 - Library Visits	1001 - Population Served	118 - Registered Users	819 - Square Footage of Central Library
Libraries close to Milwaukie Ledding												
Milwaukie Ledding Library	62	10-6	10-6	10-8	10-8	10-8	10-6	10-6	198,823	42,079	18,765	18,095
Oak Lodge Public Library	48	closed	10-6	11-7	11-7	11-7	10-6	10-6	61,833	32,178	6,349	8,722
Gladstone Public Library	48	closed	10-6	11-7	11-7	11-7	10-6	10-6	35,443	21,680	4,433	5,100
Happy Valley Public Library	62	10-6	10-6	10-8	10-8	10-8	10-6	10-6		61,198	22,610	18,300
HOLEGATE (MCPL)	53	12-5	12-8	12-8	10-6	10-6	10-6	10-6				
Lake Oswego Public Library	54	1-5	10-7	10-7	10-7	10-7	10-5	10-5	172,709	47,221	22,907	27,100
Oregon City Public Library	58	12-5	10-7	10-7	10-7	10-7	10-7	10-6	148,175	61,540	18,085	21,000
SELLWOOD (MCPL)	53	12-5	12-8	12-8	10-6	10-6	10-6	10-6				
WOODSTOCK (MCPL)	53	12-5	12-8	12-8	10-6	10-6	10-6	10-6				
Other libraries larger &/or further away												
Beaverton City Library	56	1-6	10-7	10-7	10-7	10-6	10-6	10-6	504,933	147,823	121,670	67,000
Hillsboro Public Library	64	10-6	10-8	10-8	10-8	10-8	10-6	10-6	573,175	157,111	106,306	77,000
Tigard Public Library	64	10-6	10-8	10-8	10-8	10-8	10-6	10-6	216,975	65,321	44,499	48,430
Tualatin Public Library	64	10-6	10-8	10-8	10-8	10-8	10-6	10-6	167,398	35,608	29,133	23,000
West Linn Public Library	54	10-4	10-6	10-7	10-7	10-6	10-6	10-4	133,501	30,514	13,579	28,000
Wilsonville Public Library	60	1-5	10-8	10-8	10-8	10-8	10-6	10-6	159,792	31,032	13,426	28,677
Full Statewide Data available here:	https://www.oregon.gov/library/libraries/pages/statistics.aspx											



CITY OF MILWAUKIE






Milwaukie Community Survey

*Results from a Survey of Milwaukie Residents
Conducted November 3-15, 2023*

FM3
RESEARCH

OPINION
RESEARCH
& STRATEGY

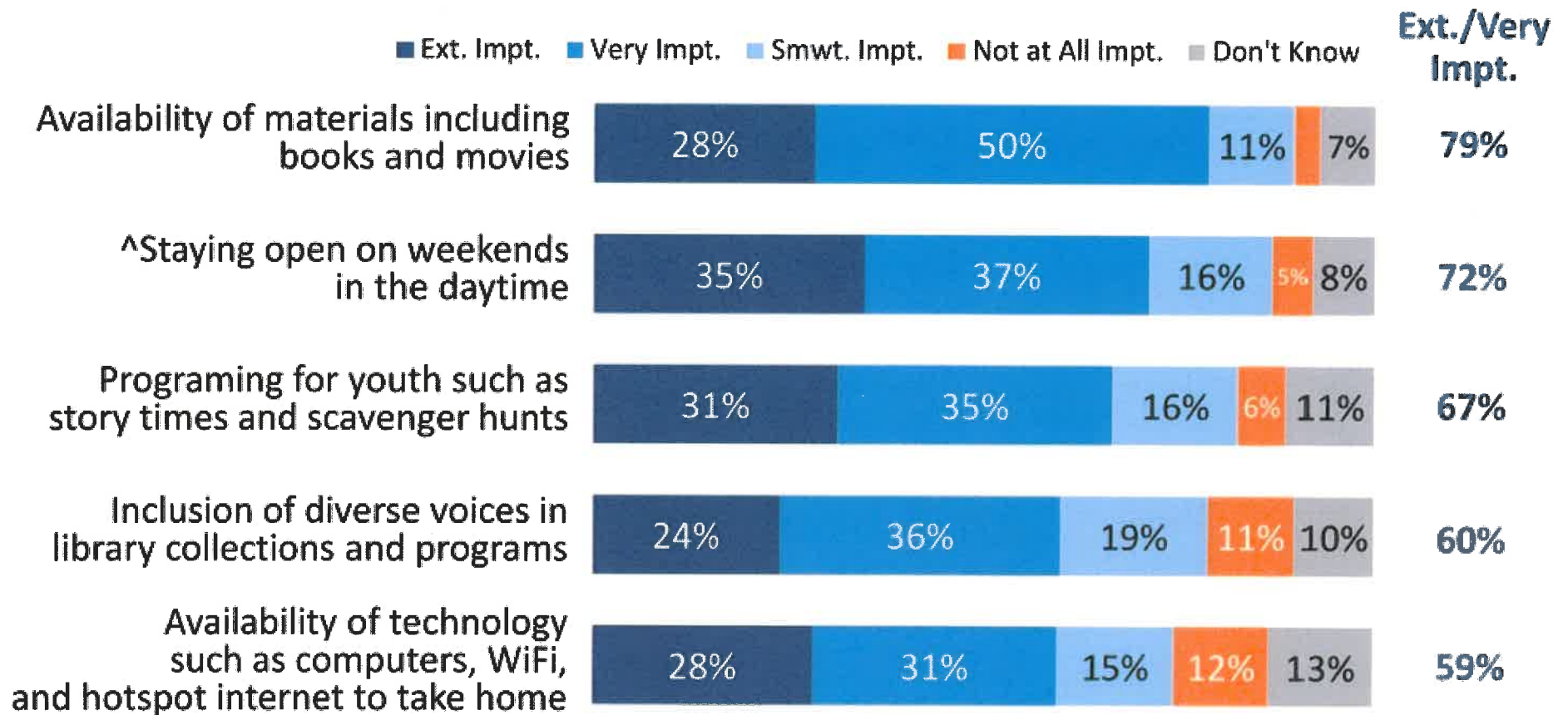
Survey Methodology

Dates	November 3-15, 2023
Survey Type	Dual-mode Resident Survey
Research Population	Residents of Milwaukie ages 18+, Inclusive of Oversamples of Latinx Residents and Residents of Color
Total Interviews	563
Margin of Sampling Error	±4.9% at the 95% Confidence Level
Contact Methods	 Telephone Calls  Email Invitations  Text Invitations
Data Collection Modes	 Telephone Interviews  Online Interviews
Languages	English and Spanish

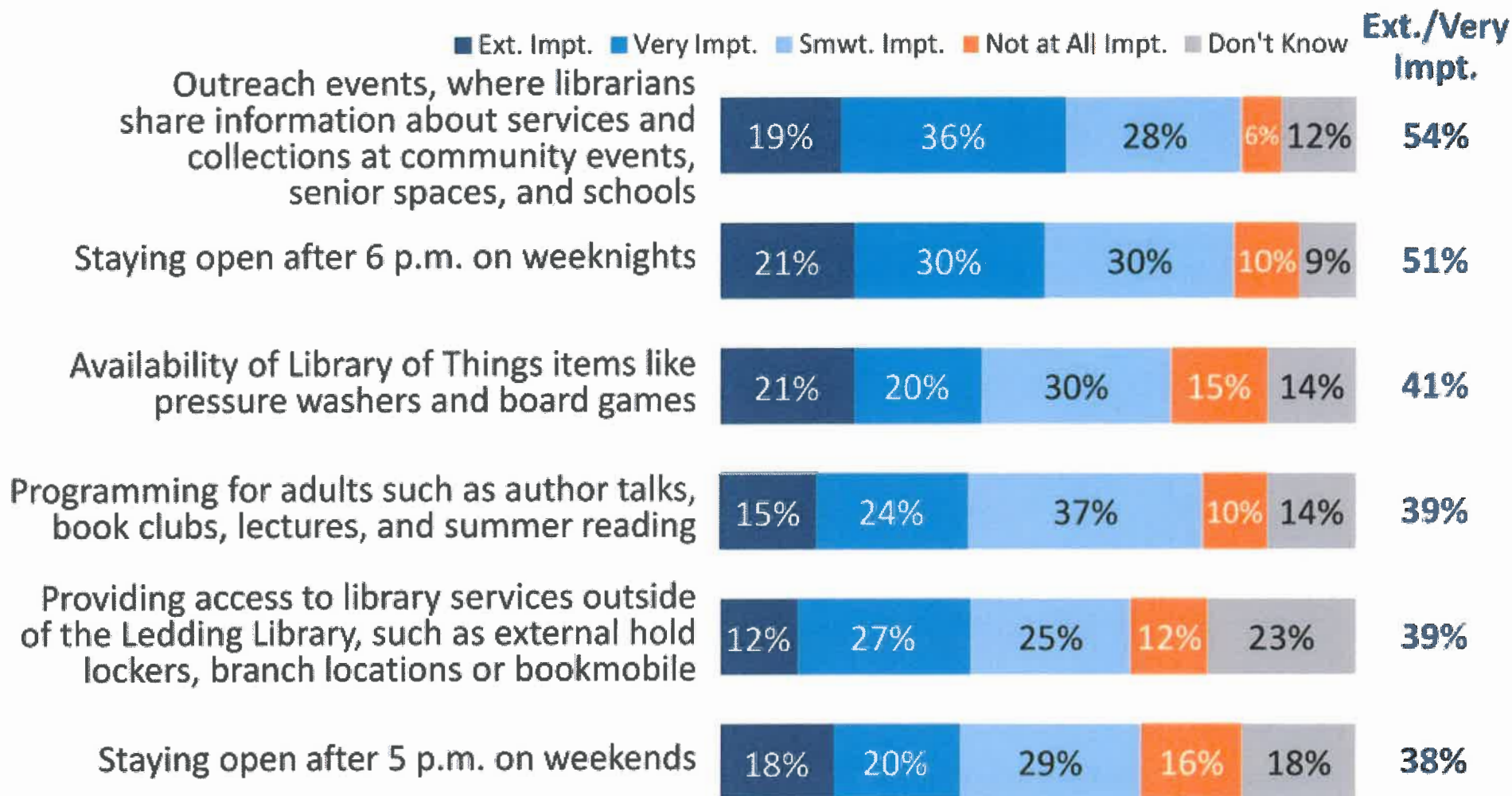
(Note: Not All Results Will Sum to 100% Due to Rounding)

Residents especially value the availability of library materials, and weekend daytime hours.

I am going to read you a list of Ledding Library programs and services. Please tell me how important each one is to you personally: extremely important, very important, somewhat important, or not at all important.



They are less likely to prioritize services outside the library or evening weekend hours.



Kudos:

- Continuing kudos from Christine to all staff for helping promote and talk up the adult summer reading program. Our numbers this year have eclipsed last year, and we're still going. Thank you!!
- Ellen Reported - I thought you'd like to know a patron came into the library this morning and approached the circ desk to tell us about his experience with our cultural passes. He used a number of them last week and estimated he saved \$250 by using our passes. It gave him one more reason to love the library!
- Kudos to Kirsten for creating an amazing labyrinth of clues for the teen escape room. After 2 hours, they all cracked the code!
- Thanks to Christine for her tireless efforts to help staff and the public transition to a new mobile print system – Princh! There were many hiccups along the way, but Christine sent daily updates.

Improving Organizational Health & Sustainability:

- Elysa attended Work Smarter Together committee meeting. (MM Smarter)
- Christine worked with colleague Tony Lairson from Public Works to do a safety walkthrough of the library. Aside from a few minor issues (which should be mitigated in the next few weeks), the library passed with flying colors! She will also do a safety walkthrough at City Hall.

Supporting Staff:

- Fida created a newspaper check-in system which makes it easy for staff to tell at a glance which newspapers have been received each day. It has been incredibly helpful as we have many patrons who come in specifically to read newspapers.
- Tara attended a two-day training at PSU sponsored by the Institute of Museum and Library Services. She learned how libraries can be better stewards of civic data and champions for data literacy. The training also covered how to use civic data to tell stories about your library & community and elevate the needs of patrons.
- Fida worked with Tara and Sara to create a simple Library of Things laminated Guide for the Circulation team. It lists information about donations, damage, what to do with puzzles to assist staff with answering patron questions.
- During the month of July, fourteen incident reports were submitted by staff. Three of the reports were for social service referrals to our community partners.

- Jessalynn attended the annual national convention of the American Library Association in San Diego. One highlight was attending the Newbery-Caldecott Awards Banquet and hearing this year's honored authors give their acceptance speeches.

Helping Milwaukians Most in Need:

- The City of Milwaukie hosted an extended hours cooling center in the library's Community Room over 5 nights in July. 64 total guests visited the cooling center. The visitors included unhoused and older Milwaukians, as well as families with young children. All three of these groups are known to be among the most at-risk during heat emergencies. (MM Need)
- During the heat event, cold water, tangerines, and popsicles were available to all patrons in the building. Six cases of water were distributed over 5 days. (MM Need)
- Tuesday Outreach partners provided services to 7 clients. (MM Need)
- Library patron and community member, M., received housing in the hotel program in early July. M. was on a waiting list for several months and connected with our partner Don Holden (from LoveOne) to connect with resources. M. met with outreach providers every week to check in on his status for the hotel program. Staff and city partners are thrilled to see M. receive this support. (MM Need)

Community Partnerships, Collaborations and Connections:

- Clackamas Sheriff Probation and Parole Mobile Stabilization Outreach Unit completed a full year of providing outreach services at the library. In the past 6 months, the unit has reported 50% reduction in warrants. (MM Need)
- During July, the Library and City Hall participated in the Where's Waldo Hunt in Milwaukie. Co-sponsored by Spoke & Word Books and Candlewick Press, the goal is to encourage communities' support of small businesses and community spaces. Library staff provided hints, Where's Waldo passports, and stamped participants' passports when they found Waldo's secret hiding place in the library.
- The North Clackamas School District offered free lunches to kids & teens attending Library Youth programs weekly through the summer at Ardenwald Park.
- Clackamas County Vector Control and Engage Every Student Educator Rick Reynolds presented a hands-on workshop on bats for all ages.
- The library took summer reading signups and free books to kids at Northwest Housing Alternatives (NHA) on SE Willard and the North Clackamas Parks & Recreation District Mobile at Ball-Michel Park. NHA provides affordable housing options for families, seniors & people with disabilities.

Programs and Outreach

- Tech Help: Six patrons had tech help appointments that covered job searching, how to use a Chromebook, help with Windows 11, keyboard basics, and two separate help sessions devoted to learning how to use Google Meet.
- Our weekly summer performers in the park series kicked off on Thursday, July 11. Ardenwald Park proved a welcoming space, easily accommodating 180-200 people each week. The kid performers of the Japanese drumming group En Taiko were once again a crowd favorite. Thanks to the Friends of Ledding Library for sponsoring the weekly shows.
- It took more than an hour, but one mighty teen team cracked the code of our first ever teen escape room. The last team was still working at the 2-hour mark. All credit for the elaborate puzzle goes to Kirsten.

Book Displays:

- In July, we featured Disability Pride on our main lobby display and new travel books in our secondary lobby area. We also had a small display in the adult area for National Parks & Recreation Month and a small display of Summer Fun books in the children's library.
- Emma reported a patron praised the Disability Pride Month display both for the content and accessibility of items from chair height. Great work to those who put it together!

Other Highlights:

- Melissa began her temporary schedule change to working full-time, while Nicole works in finance.

Ledding Library Statistics
July 2024

	2024	2023	2022	2021	2020	2019	2018
Circulation	60095	57120	52355	46593	19461	45033	54754
Patron visits	19441	18194					
New Cards	338	341					
Computer use	1271	1060					
WiFi sessions	1429	1093					
Questions (all desks)	3448	2517					
Programs							
Adult	11	4					
Attendance	47	53					
Youth	17	14					
Attendance	1172	1858					
Teen	3	5					
Attendance	45	34					
Total Programs	31	23					
Total Attendance	1264	1945					
Volunteers*							
Number	29	72					
Hours worked	144	535					

*does not include Friends of the Library, as I do not have the data at the time of creating this report.