



Board of Trustees

Meeting Agenda

Thursday, June 9, 2022, 5.15p
Juniper Room
MEETING OPEN TO THE PUBLIC

1. Additions/deletions from the agenda **(ACTION)** Neal
2. Conflicts/potential conflicts of interest Neal
3. Public comment: please sign in Neal
4. Consent agenda **(ACTION)** Neal
 - a. Minutes of May 12, 2022 regular meeting
5. Reports
 - a. Friends Friends
 - b. Circulation services York
 - c. Public services Witteveen/Briscoe
 - d. Director Witteveen
 - e. Financials/Statistics Witteveen
6. Continuing business Witteveen
 - a. Trustee recruitment update
 - b. Juvenile collections update
7. New business Witteveen
 - a. Welcome Sean Briscoe to the team!
 - b. Collection Development Policy update **(ACTION)**
 - c. House Bill 3115 update
 - d. Rural Libraries as Social Support policy brief
8. Agenda items for next meeting, July 14, 2022 Neal
 - a. Welcome new Trustees and elect 2022-2023 Board leadership positions
9. Adjournment Neal

Other matters may be discussed as deemed appropriate by the Board. If necessary, Executive Session may be held in accordance with ORS 192.660.

The Board of Trustees meets on the 2nd Thursday each month at 5.15p in a meeting room at the Crook County Library at 175 SW Meadow Lakes Dr., Prineville, Oregon. Sign language interpretation for the hearing impaired is available with at least 48 hours' notice.



Board of Trustees

Meeting Minutes

Thursday, May 12, 2022, 5.15p
Juniper Room
MEETING OPEN TO THE PUBLIC

Present: Trustees ZuAnne Neal, Pam Looney, Jerry Bishop and LaQuita Stec. Library Staff: April Witteveen, Cindy York

1. Additions/deletions from the agenda **(ACTION)** Neal
Move: Jerry
Second: Pam
Agenda approved.
2. Conflicts/potential conflicts of interest Neal
No conflicts noted.
3. Public comment Neal
Members of the public signed in for 3 minutes each of public comment. Comments were made to share concerns from the community about the presence of LGBTQ+ material and other topics in the juvenile collection. Additional comments came from the LGBTQ+ and allied community members of Crook County to support the inclusion of this material with no changes to access or collection development practices.
4. Consent agenda **(ACTION)** Neal
 - a. Minutes of April 21, 2022, regular meeting
Move: Pam
Second: Jerry
Minutes approved
5. Reports
 - a. Friends Friends
 - The Friends are excited for their Overstock Sale! May 21, 9am to 2pm. They are running the sale with a \$5 entry fee for adults, youth are free to enter. Attendees are encouraged to bring their own bags and boxes to take their spoils home.
 - b. Circulation services York
 - Welcome Shelby to the team! Her first day was Tuesday, 5/10 as our new Customer Services Specialist.

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- Great numbers on new patron registrations and visit numbers
- Update on music CD circulation

c. Public services Witteveen

- The Summer Reading Program is just around the corner with a start date of June 1. The theme is “Read beyond the Beaten Path.” We are encouraging a reading habit in Crook County, so participation is based on reading at least 15 minutes a day. We have a lot of great prizes and free books to give away!
- We will welcome new Public Services Manager Sean Briscoe to the library on May 31.

d. Director Witteveen

- Brief report on facilities updates; HVAC system, clock tower,
- Awaiting assigned time for presentation to county budget committee
- “The new normal” continues to buoy staff as we see more visitors, higher circulation, and good attendance at programs.

e. Financials/Statistics Witteveen

- Expenditures from regular budget lines are on track
- Revenues are down for fines/fees, likely due to the change with the tri-county system to no longer charge for damages. We are also not seeing the expected revenue on copy/printing but that’s not meant to generate significant funds but hopefully recoup costs. Our copy machine expenditures are below budgeted amounts so there isn’t an issue here.
- Statistics show growth in many of the same categories as last month: materials use (circulation), visits. Program numbers down but that’s OK as we fluctuate offerings from month to month. Anticipating strong attendance at the programs slated for the summer.

6. Continuing business Witteveen

a. Juvenile collections: community concerns and progress update

i. New additions to the collection

- Children’s Librarian Jennifer Fischer analyzed the children’s collections for books with Christian content and created a list to demonstrate the dozens of titles she has added in the past 2-3 years.
- We have identified at least one new publisher we can work with (Tyndale) to purchase items with a Christian perspective, including books on puberty and development.
- The Suggestion for Purchase form continues to be a great tool for the community to use to recommend individual titles.

ii. New labels in the juvenile collection

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- Library Director shared the ALA’s statement on labeling systems: <https://www.ala.org/advocacy/intfreedom/librarybill/interpretation/labeling-systems>.
- Takeaway: to apply new labels with any other intention than to help patrons find what they want is against the Library Bill of Rights. Adding new labels for Christian materials is just as problematic as adding labels for LGBTQ+ titles, as one group may continue to feel a label doesn’t accurately represent their values.
- As the library’s Collection Development Policy states: “Responsibility for a minor’s access to the collection rests solely with their parent or guardian. The library will not limit access to materials based on content or authorship, and selection will not be inhibited by the possibility that youth may use such items.”

- b. Discussion on the juvenile collection and next steps
Library Director Witteveen shared that CCL would not make any changes to access of material in the juvenile room and will not move forward on any additional labeling. We returned to the Collection Development Policy and the two tools available to patrons: Request for Reconsideration and Suggestion for Purchase.
- c. Additional public comment allowed at this point, with similar themes to the sentiments expressed at the top of the meeting. Concern with one specific book was addressed, particularly the spreading of misinformation about the content of this book (*Rick*, by Alex Gino.)

- 7. New business Witteveen
 - a. Welcome Shelby Kittleson to the team!
 - b. Trustee recruitment
 - There are currently 4 applications filed with the Library Director for upcoming vacancies. Three vacancies have terms to start July 1, 2022. The library will continue to accept applications and consider next steps.
 - April will be sure to review Trustee terms and will check in with Commissioner Brummer
- 8. Agenda items for next meeting, June 9, 2022 Neal
 - a. Farewell to outgoing board members
- 9. Adjournment Neal
Move: LaQuita
Second: Pam
Meeting adjourned at 6:53pm

Meeting minutes prepared by April Witteveen.

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Circulation Services Report

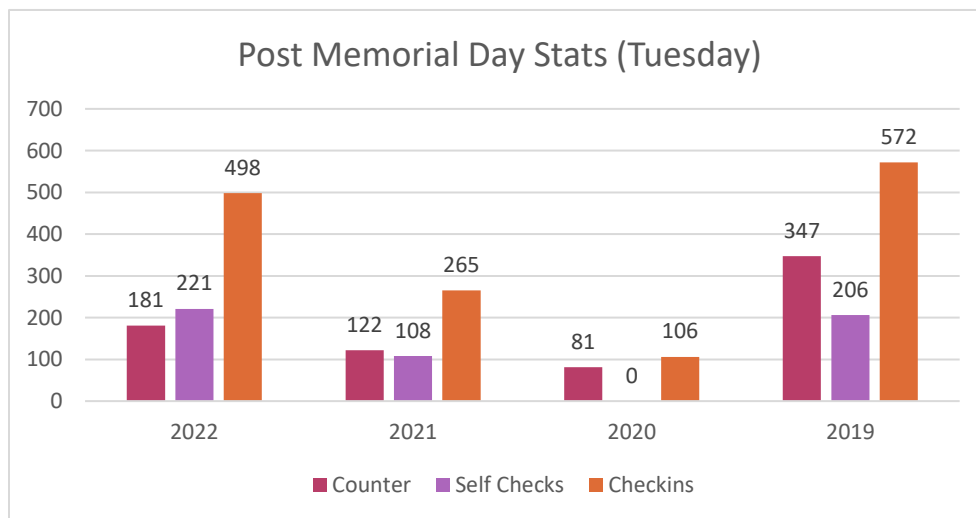
June 2022

Prepared by Cindy York, Library Operations Manager

What's Happening

- ...and the search resumes for our Customer Service Specialist. We are saddened to announce that applicant Shelby Kittleson recently stepped away from this role to take on a full-time position.
- Public Services team member Katie Fischer and Circ Services Manager Cindy York recently completed our EDI training as part of the OLA EDI Cohorts program and are ready to begin our EDI project! Named "Safer Spaces" the project will have multiple facets: visibly establishing the library as a safe space through signage, providing staff trainings, providing a list of resources to reference in the event of a crisis, and exploring potential partnerships for programming with local organizations. By doing this, we hope to establish the library clearly and effectively as a safer space for marginalized patrons, particularly for youth while we facilitate two goals from our Strategic Plan: *Underserved populations will connect more with their library* and *Adults will learn and engage with their library*.

For the Record



Circulation Statistics:

High/Low statistics for May:

	<u>Highest Number Recorded</u>	<u>Lowest Number Recorded</u>
Self-Check Stations	254 checkouts on 5/5	66 checkouts on 5/7
Front Counter Stations	366 checkouts on 5/26	27 checkouts on 5/14
Checkins	498 returns on 5/31	107 returns on 5/7
Paging List Items (items leaving the building)	234 items listed on 5/31	56 items listed on 5/27
Items on Hold Shelf	188 items on 5/17	99 items on 5/2
Incoming Crates	9 crates on 5/2, 5/23, 5/31	3 crates on 5/17



Crook County Library: Public Services Report

June 2022

Summer Reading Program: the first (partial) week

- 206 registrants via Beanstack
 - 27 teens
 - 82 adults
 - 59 elementary
 - 38 early reader
- 102 active readers
- 188 days logged

Paper logs were popular in the first week so we'll have additional data to add when those get turned in

Data as of June 4- a very strong start! We'll launch our parent survey in July to collect statistics on the effects of SRP on young readers. We report these statistics to the State Library of Oregon as part of our Ready to Read grant which funds the Elementary and Early Reader portions of summer reading. Thanks to the Friends of the Library for supporting our Teen and Adult portions of SRP! Thanks to Ready to Read and the Friends we were able to purchase good quantities of books to give away, we have a great slate of programs planned, and we lined up some fun and hopefully motivating grand prize packages.

Teen Outreach Success

Katie Fischer has been working hard to carry the mission of the library outside our building and into the middle and high school. She visits CCMS and CCHS every other week, partnering with the school media managers at each location. Katie has brought a variety of fun projects to each school and has offered a "Finals Café" at the high school, providing relaxing activities and supplies to encourage self-care during stressful times. Most recently Katie offered a "Plant your own Succulent" program at CCHS and had a fantastic turnout of 40 teens who came to decorate a small terra cotta pot and chose a mini succulent to plant.



Storytime Pause

We are on a three-week storytime pause to allow our Children's Librarian, Jenn, to take a breather before diving into the intensive programming of the summer. Regular storytimes return at the end of June and we will be partnering with The Children's Forest of Oregon on a series of Storytimes in the Park. Jenn will share stories at these events and the library will offer additional outreach in the style of last year's "pop up library in the park."

Adult Book Club

Mystery fans have been joining Adult Services Librarian Amber on a monthly exploration of new and exciting titles in the genre. The book club originates from our primary book vendor, Baker and Taylor. The B&T crew select the monthly titles and organize a virtual author chat, giving us the opportunity to provide a fun book club without the scheduling impact of finding the right book. The author chats are a huge bonus!

Director's Report

June 2022

Prepared by April Witteveen, Director of Library Services

Facilities and Equipment

- With the first few warm days of late spring, the failing HVAC system again leaves the library's main spaces in an overheated state. Joe Viola, head of county facilities, shared this information: "We currently have a consulting engineer working on a solution. It will be a large investment in the new HVAC equipment, and I don't have a time frame yet. As Soon As Reasonably Possible is the plan. If we need to make some temporary accommodations for the summer, we'll do that." We have fans running and will continue to report temperatures to facilities in order to find an intermediary solution.
- On Friday, June 10 at 8am the library will host a Chamber Perk event to hold a ribbon cutting on the new public art sculpture located in the planter in front of the library. The sculpture was donated to the library by the Crook County Foundation and is the creation of a Bend-based metals artist who will be attending the ceremony as well.
- We await a delivery of bark mulch to spruce up the exterior of the library. The Crook County Garden Club may volunteer time to support a beautification project.

Budget

I presented the library's 2022-2023 proposed budget to the county budget committee on June 2. There were no questions, comments, or concerns from the Budget Committee.

- No significant changes to materials/services expenditures
- The library, along with other departments, received additional revenue from county-wide ARPA funds to boost our starting balance
- Shared challenges, opportunities, short- and long-term strategic issues

Upcoming Projects

With the arrival of our new Public Services Manager, I will be able to move back into some projects at the Director level. Items on my plate include:

- Reinstating a regular staff training calendar
- Updating Trustee manual
- Updating library employee handbook
- Reorganization of our computer files
- New policies: Outreach/Community Partner MOU; presenter contracts
- Computer lab renovation
- Community fundraiser for clocktower repair
- Review and revamp of statistics tracking spreadsheet

Crook County Library

Collection Development Policy

Approved by the Library Board of Trustees on []

Crook County Library strives to be relevant, accessible, and useful to our community. It is an environment where people come together for lifelong learning, enjoyment, and connection. The library provides free and convenient access to informational, cultural, educational, and recreational materials that appeal to the county's diverse population.

The library aims to provide equitable access to all people. To achieve this goal, library collections must remain current and responsive to the community's needs and easily accessible through current, appropriate, and cost-effective technologies.

Intellectual Freedom

The right to access materials of varying viewpoints is an important part of the intellectual freedom basic to democracy. The principles of intellectual freedom are guaranteed in the First Amendment of the United States Constitution and Article I of the Oregon Constitution. In keeping with those principles, the library favors no viewpoint and endorses the following American Library Association statements:

- Libraries: An American Value
<http://www.ala.org/advocacy/intfreedom/statementspols/librariesamerican>
- Library Bill of Rights
<http://www.ala.org/advocacy/intfreedom/librarybill>
- Freedom to Read
<http://www.ala.org/advocacy/intfreedom/statementspols/freedomreadstatement>
- Freedom to View
<http://www.ala.org/advocacy/intfreedom/statementspols/freedomviewstatement>
- Free Access to Libraries for Minors
<http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/freeaccesslibraries>

Except where noted elsewhere in this policy, all materials will be freely and easily accessible to the public. Youth are not limited to using materials in the children's or young adult areas. Responsibility for a minor's access to the collection rests solely with their parent or guardian. The library will not limit access to materials based on content or authorship, and selection will not be inhibited by the possibility that youth may use such items.

Authority

The responsibility for the library collection lies with the Library Director, who may designate other staff to participate in selection tasks. The Library Board of Trustees determines the broad policies for collection development set forth in this document and the Strategic Plan. Collection development procedures and annual goals are determined by staff.

Principles

The library will provide patrons with a variety of educational, recreational, and cultural materials. These resources will be provided in current, convenient, and cost-effective formats. Types of materials may include books, audio, video, magazines, newspapers, digital resources, or other formats deemed of interest to Crook County patrons. The library's collection will include material on many subjects, incorporate various viewpoints, and offer a wide selection of genres, themes, and items of special interest to the community. Emphasis will be placed on obtaining current, popular materials, stimulating children's interest in reading, maintaining a core collection of classic works, serving the informational needs of Crook County, and preserving local history. The library will strive to meet or exceed the "Enhanced" designation for collection development as set forth in the *Standards for Oregon Public Libraries*, published by the Oregon Library Association. Standards may be viewed at <https://www.olaweb.org/pld-standards>.

Crook County Library does not endorse particular views, nor does the selection of an item imply endorsement of its content. Each item will be considered by its own merit as a whole and not by selected portions. To create an inclusive collection, items with viewpoints and perspectives from underrepresented or marginalized groups will be intentionally selected. Materials will not be excluded because of any views or characteristics of the creator(s).

Staff who select for the collection review items based on the selection criteria delineated below, regardless of personal opinion. These standards apply equally to purchased and donated materials.

Selection Criteria and Protocols

Collection materials are selected by trained staff members (selectors). Selectors may consult a variety of resources including but not limited to professional and amateur publications, websites, blogs, reviews, bestseller lists, current media, and local sources. Items will be selected considering the following criteria.

- Local demand;
- Community needs and interests;
- Popularity;
- Artistic, literary, historic, and/or scientific merit;
- Clarity and accuracy;
- Diversity across all formats;
- Ease of use;
- Availability, format, and durability;
- Budget and space considerations.

In addition to the above criteria, selectors will choose and categorize materials using the following protocols:

- Materials in the children's collection are selected to serve the needs of youth from birth through elementary school age.
- Materials in the young adult collection are selected to serve the needs of individuals from middle school through high school age.
- Materials in languages commonly spoken at home by Crook County patrons, including English and Spanish are regularly acquired
- Textbooks or other curriculum-related material are not considered unless these materials also serve the general public.
- The library serves a community with a wide range of ages, reading skills, and educational backgrounds; materials of varying complexity are regularly acquired.
- Suggestions from patrons are welcomed and considered using the standards outlined in this policy.
- Crook County Library's current collection as well as those of its resource-sharing partners are considered.
- Crook County Library's collection cannot be completely comprehensive. Older titles, titles related to specific research needs, or other titles that do not fit within the criteria of this policy may need to be borrowed from a resource-sharing partner or via interlibrary loan.

Local and Archival Materials

To preserve the area's unique history and meet the needs of local researchers, the library collects materials pertaining to Oregon and the local area. These items may be kept in protected areas or be restricted to use only in the library. Copies may also be available for checkout. Items in this collection include the following:

- Histories for areas of Oregon east of the Cascades, with special emphasis on Crook County and surrounding areas;
- Histories reported by regional indigenous and Native communities are intentionally selected to balance the perspectives within the collection;
- Materials relevant to the unique commercial, industrial, cultural, and civic enterprises of Crook County and Central Oregon;
- Newspapers within Crook County;
- Directories covering Crook County;
- Yearbooks for schools within Crook County;
- Historical works on Oregon generally;
- Travel guides and resources with historic value that cover Crook County or Central Oregon;
- Documents from governmental entities operating within Crook County or Central Oregon with historical value for library patrons;
- Works in areas useful for genealogical research specific to Crook County and Central Oregon;
- Rare or unusual fiction with historical value for Crook County patrons.

As a rule, the library limits selection to documents pertaining to the local area. Photographs, memorabilia, and other artifacts are collected by the Bowman Museum and Crook County Historical Society.

Non-traditional Collections

The library may develop circulating collections outside standard physical or electronic formats. For example, “Library of Things” collections are a developing best practice in libraries, giving patrons the opportunity to access items they may not normally be able to acquire. These collections can include technology such as WiFi hotspots, early learning kits, building and robotics kits, recreational equipment, or other specially selected materials to increase engagement with the library and support lifelong learning for library patrons.

Gifts

The Library gratefully accepts gifts for the collection. Donated items are reviewed using the criteria laid out in this policy, the same as for purchased materials. Gifts that are not selected for the collection may be used for other library services or given to the Friends of the Crook County Library to sell, rehome, or otherwise dispense. Proceeds from the Friends’ sales are used to benefit the library. Unsolicited donated materials or other gifts not added to the collection are not returned to the donor(s).

Donations may be tax-deductible, and the library will issue a receipt upon request but will not appraise gifts. Acknowledgement of donated items for memorial purposes is also available by request. The library cannot guarantee the permanence of any gift in the library collection.

Removal, Replacement, and Maintenance

To keep the collection vital and useful and to use space efficiently, library staff will regularly remove items from the collection that are worn, outdated, of little historical significance, **no longer in line with the most recent collection development policy**, ~~considered harmful~~, or no longer in demand. All collections are reviewed and revised on an ongoing basis to meet contemporary and future community needs. Library staff use professional judgment and expertise to decide which materials to retain, replace, repair, or remove.

Withdrawn items in reasonable condition will be used for other library services or given to the Friends of the Crook County Library.

Request for Reconsideration of Library Material

The Library welcomes patrons to express opinions concerning materials selected or not selected for the collection. If a patron wants to formally question the content or placement of an item, library staff will listen to the concern and distribute this Collection Development Policy and a Request for Reconsideration form if so desired by the patron.

Patrons who wish the library to remove or reclassify an item from the collection must submit the Request for Reconsideration of Library Materials form. Groups or organizations may not submit the form, instead must name a library patron to work on their behalf. Material subject to reconsideration will remain available during the review process. The request will be reviewed by a committee consisting of the Library Director and staff responsible for selecting items like the one under review. Requests will be reviewed based on whether the item in question conforms to the selection criteria outlined in this policy. The committee reserves the right to deny requests submitted en masse. The Library Director or designee will respond to the patron challenging the item within thirty days of receiving the Request for Reconsideration form. The response will include the committee's decision and its rationale. If the patron is unsatisfied with the committee's conclusion, the item will be referred to the Library Board of Trustees for further review. Individual titles may be reviewed through this process once in a 12-month period.

Suggestions

Library patrons may recommend items for the library to consider for purchase. Purchase Suggestion forms are available in print at the library or via the library's website at <https://www.crooklib.org/library/webform/purchase-suggestions-library>.

Library staff review and consider suggestions according to criteria included in this Collection Development Policy and will refer to resource sharing options if a purchase is not approved for the library's regular collection.

Statistics, July 2021-May 2022

ACTIVITY	Monthly average	Total	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sep	Aug	Jul
Collection use													
<i>Physical circulation activity</i>													
Checkouts: selfcheck	3,957	43,525	4,032	4,531	4,433	3,605	3,901	3,429	3,857	3,842	3,840	4,024	4,031
Checkouts: desk	2,740	30,142	3,328	3,176	3,265	2,545	2,844	2,383	2,348	2,247	2,570	2,771	2,665
Selfcheck ratio		59%	45%	41%	42%	41%	42%	41%	38%	37%	40%	41%	40%
Outreach checkouts	-	-											
Total physical circ.	6,139	73,667	7,360	7,707	7,698	6,150	6,745	5,812	6,205	6,089	6,410	6,795	6,696
Items lent w/in system	2,887	31,755	2,475	2,861	3,024	2,666	2,905	2,847	2,913	2,895	3,117	3,146	2,906
Items borrowed w/in system	903	9,933	892	970	998	915	940	816	885	938	874	825	880
Outside ILLs borrowed		298	31	35	45	28	28	30	18	19	22	19	23
Outside ILLs lent		42	3	1	5	-	3	3	4	4	6	8	5
Checkins	5,820	64,022	6,664	6,680	6,607	5,488	5,847	5,367	5,835	5,601	5,655	6,247	4,031
Paging list items	2,523	27,754	2,354	2,623	2,374	2,448	2,867	2,069	2,760	2,042	2,786	2,850	2,581
<i>Electronic use</i>													
Ancestry searches	33	364	3	184	-	42	64	2	-	4	47	18	-
Ancestry content views	25	277	35	147	-	7	14	-	-	4	55	15	-
Chilton retrievals	4	48	4	4	-	6	7	3	2	5	5	1	11
Gale sessions	9	94	11	6	9	12	9	5	4	7	17	12	2
Gale searches	19	212	16	7	25	39	10	10	9	21	20	50	5
Gale Retrievals	16	172	13	4	15	64	9	5	4	9	17	30	2
HeinOnline sessions	1	8	-	-	3	-	-	-	-	-	1	-	4
HeinOnline searches	0	1	-	-	-	-	-	-	-	-	1	-	-
HeinOnline views	1	6	-	-	-	-	-	-	-	-	4	-	2
HeritageQuest searches	11	119	37	1	1	16	-	28	-	-	29	7	-
HeritageQuest views	6	70	6	-	-	39	-	15	-	-	5	5	-
Hoopla Checkouts	178	1,961	236	230	210	186	188	156	170	148	154	186	97
LearningExpress sessions	0	1	-	-	-	-	1	-	-	-	-	-	-
LearningExpress resources	-	-	-	-	-	-	-	-	-	-	-	-	-
Lexis Nexis	-	-	-	-	-	-	-	-	-	-	-	-	-
Oregon BarBooks	-	-	-	-	-	-	-	-	-	-	-	-	-
OverDrive checkouts	3,307	36,372	3,478	3,348	3,368	3,145	3,571	3,359	3,210	3,233	3,163	3,252	3,245
OverDrive new users	22	246	16	25	19	23	20	15	21	30	21	28	28
Scholastic Teachables sessions	9	98	6	13	6	2	12	3	2	10	26	18	-
Small Engine sessions	0	5	-	3	1	-	-	-	-	-	-	1	-
Small Engine content views	1	8	-	5	2	-	-	-	-	-	-	1	-
Website sessions (visits)	2,040	22,436	1,975	2,693	1,810	1,596	1,979	1,604	2,257	1,945	1,755	1,801	3,021
Website unique users	1,248	13,726	1,170	1,734	1,064	950	1,153	880	1,523	1,180	935	990	2,147
Website pageviews	3,652	40,173	3,444	4,830	3,140	2,804	3,568	2,874	3,788	3,385	3,145	3,148	6,047
Westlaw	-	-	-	-	-	-	-	-	-	-	-	-	-
Total electronic use	3,079	36,953	3,536	3,508	3,385	3,261	3,601	3,382	3,216	3,251	3,249	3,304	3,260
Total collection use	9,218	110,620	10,896	11,215	11,083	9,411	10,346	9,194	9,421	9,340	9,659	10,099	9,956
Library use													
<i>Days open</i>	25	274	25	26	27	23	24	24	23	25	25	26	26
Hours open	212	2,328	213	219	231	195	204	207	195	210	213	222	219
<i>Limited days open</i>		-											
Limited hours open	#DIV/0!	-											
Public closure hours	11	105	8	-		8	14	24	27	8	8	-	8
Patron visits	5,465	60,113	6,905	7,343	6,717	5,119	5,408	4,959	5,707	5,284	4,424	3,503	4,744
Gate traffic	4,384	48,227	4,798	5,014	4,865	4,050	4,204	3,940	4,216	4,189	4,046	4,384	4,521
New patrons	90	993	84	133	94	70	111	63	83	116	67	80	92
Reference Interactions	120	1,322	101	123	102	112	144	75	85	120	145	161	154
Computer sessions													
Desktop sessions	247	2,720	304	300	305	224	218	193	207	260	255	252	202
WiFi sessions	400	4,400	400	400	400	400	400	400	400	400	400	400	400
Total Internet use	593	7,120	704	700	705	624	618	593	607	660	655	652	602
Laptop sessions	4	44	5	-	3	4	2	3	5	3	5	12	2
AWE sessions	263	2,363			370	251	251	316	240	218	257	264	196
Meeting Rooms													
Meetings held	68	743	82	101	99	83	80	53	63	69	51	33	29
Collection activity													

<i>New items</i>	306	3,671	-	475	288	337	240	381	428	454	332	379	357
Books & print	308	3,083		408	262	309	221	351	296	405	289	296	246
Audio	11	106		8	9	1	3	8	5	11	12	25	24
Movies	48	482		59	17	27	16	22	127	38	31	58	87
Items withdrawn	300	3,601	-	-	373	217	905	345	457	172	562	212	358
Billed/damaged not paid	15	131			31	24	9	22	10	21	8	-	6
Claimed returned	1	7			-	-	-	1	2	2	-	1	1
Long missing	6	58			15	5	7	10	4	3	6	8	-
Withdrawn	378	3,405			327	188	889	312	441	146	548	203	351
Net change in items	6	70	-	475	(85)	120	(665)	36	(29)	282	(230)	167	(1)
Items Processed	396	4,353	523	418	326	371	338	400	401	447	336	399	394
Items Repaired	301	3,315	176	196	282	247	156	201	70	176	536	763	512
Programs and outreach													
<i>Children's programs</i>													
# kids programs	3	38	1	7	6	3	4	3	2	4	2	-	6
Kids program attendance	101	1,206	36	234	192	38	49	125	70	143	80	-	239
# kids outreach	4	46	4	18	1	2	7	-	-	2	3	-	9
Kids outreach attendance	99	1,190	44	430	3	35	150	-	-	50	134	-	344
# Kids Total	7	84	5	25	7	5	11	3	2	6	5	-	15
Total kids attendance	200	2,396	80	664	195	73	199	125	70	193	214	-	583
<i>Teen programs</i>													
# teen programs	3	36	5	6	6	2	3	2	3	3	1	-	5
Teen Program attendance	32	389	11	11	64	11	32	-	49	59	28	-	113
# teen outreach	1	11	2	2	3	-	2	-	1	-	-	-	-
Teen outreach attendance	27	319	111	76	42	-	38	-	12	-	-	-	-
# teen total	4	47	7	8	9	2	5	2	4	3	1	-	5
Total teen attendance	59	708	122	87	106	11	70	-	61	59	28	-	113
<i>Adult programs</i>													
# adult programs	2	20	2	2	2	2	2	1	2	2	2	-	3
Adult program attendance	25	300	32	4	3	10	6	-	56	53	49	-	87
# adult outreach	0	1	-	-	-	-	-	-	-	-	-	1	-
Adult outreach attendance	4	44	-	-	-	-	-	-	-	-	-	44	-
# adult total	2	21	2	2	2	2	2	1	2	2	2	1	3
Total adult attendance	29	344	32	4	3	10	6	-	56	53	49	44	87
<i>Online programs</i>													
# online programs	0	4	-	-	-	-	-	-	-	-	-	-	4
Online program attendance	1	9	-	-	-	-	-	-	-	-	-	-	9
<i>Total # programs</i>	13	156	14	35	18	9	18	6	8	11	8	1	27
<i>Total attendance</i>	288	3,457	234	755	304	94	275	125	187	305	291	44	792
<i>Outreach activities only</i>	5	58	6	20	4	2	9	-	1	2	3	1	9
<i>Outreach attendance only</i>	129	1,553	155	506	45	35	188	-	12	50	134	44	344
Volunteering													
Volunteers	8	92	14	10	10	11	4	9	7	6	5	7	9
Volunteer Hours	12	129	23	23	26	11	10	7	3	5	4	8	9
Board Volunteer Hours	6	62	6	4	6	5	-	16	6	3	4	4	7