

## ***Approved Lacey Library Board Minutes***

November 9, 2022, 5:30 p.m.

(Live and Zoom meeting)

Present: Sharla Desy, Scott Robinson, James Murray, Amy Blodin, Pam Nelson, Nate Clay and Holly Paxson, Lacey Timberland Library Branch Manager. All attendees attended in person, no one attended via Zoom

Sharla Desy called the meeting to order at 5:30 p.m.

We welcomed Nate Clay as our new Youth Board member. James provided a new e-mail address: James.Murray6@comcast.net

The agenda was approved.

The June 8<sup>th</sup> meeting minutes were corrected to state that Amy Blodin was excused from the meeting prior to being absent. The corrected minutes were approved.

There were no public comments.

### **Library Manager's Report**

In person programming is back with good attendance; they have increased outreach to pre-pandemic levels.

The quilt show was a huge success, and many people also visited the "Drop in Weaving" opportunity.

The Hawks Prairie branch will be open Sundays beginning in January or February. The hours will be adjusted to 10 am to 6 pm, Tues – Sun.

Amy asked about the ages of the Hawks Prairie patrons. Holly said that many are 55+ from the Jubilee and Hawks Prairie neighborhoods but there are also some families with small kids. There is moderate check out use (HP is 18<sup>th</sup> in the district for check outs) but the Sunday hours will help to increase usage. There is a lot of computer and printing use, so they are also adding two internet stations.

September was National New Library Card Month and there are new cards with gorgeous new designs. Outreach is increasing and will continue throughout 2023. Checkouts are getting close to 2019 levels – there are 10% fewer physical check outs but 10% more digital checkouts.

The 2022 refresh is almost complete. There is new shelving for the Friends of Lacey Library, new shelving and furniture in the teen section, and new shelving in the magazine area. They also received one of four mobile display units. The other three were damaged in transit.

## **Library Budget**

Scott Spence, City Manager is leaving for Astoria, OR, but provided a response on the budget request. The city doesn't have the time or people available this year to support. Timberland can't support the request in 2023 either. Scott asked Holly to resubmit the request for the 2024 budget. Holly will continue to track statistics on the room usage to include in next year's budget request.

Since Scott won't be available for the State of the City address, Sharla will invite Rick Walk, acting City Manager, to attend a future meeting to provide the information to the board.

## **Next Meeting**

The next meeting will be Wednesday Jan 11<sup>th</sup> and we will elect the chairman and vice chairman for 2023.

The meeting adjourned at 6:09 p.m. and was followed by a tour of the library.

Respectfully submitted,

Pam Nelson

Lacey Library Board  
Library Manager's Report  
Presented on November 9, 2022  
**For September - October, 2022**

## Library News:

Staffing: Public Services Specialists and Librarians will have the same job description effective December 16<sup>th</sup>, 2022. There will be one pay grade difference between the two jobs, the only difference being that Librarians have a Master's in Library Science degree. Public Services Specialists who already have this degree will automatically move into the pay grade for Librarians. Effectively, Lacey & Hawks Prairie Timberland Libraries have just acquired 5 new librarians for a total of 7! This will greatly support our ongoing efforts in outreach and programming for 2023.

In-person programming for the fall quarter has been a huge success! Saturday storytimes are seeing regular attendance, and a new partnership with Childcare Action Council resulted in a weekly caregiver/child playgroup on Wednesdays – this program will continue in 2023. See the program statistics below for the numbers.

The ever-popular Quilt Show made its triumphant return to Lacey in September! All told, over 450 people came through the library to view the quilts, with over 200 of that number visiting the

Olympia Weaver's Guild demonstrations in the meeting room during the last weekend of the show. Check out Lacey Timberland Library Facebook for pictures of the quilts and the Favorite Quilts winners!

Hawks Prairie Timberland Library will likely have new hours in 2023 (if approved, likely starting in February). Proposed hours are Tuesday through Sundays, 10 a.m. to 6 p.m. each day. We are still waiting for final Admin approval for the hours change. This will be an increase in hours from 40 to 48 hours per week. We hope the addition of Sunday hours will help provide library services and computer access for folks who have been asking for them.

### Timberland News

September was National Library Card Sign-up Month! New library cards were unveiled, for the first time offering both a wallet & keychain size with the same number in four gorgeous new designs.

Friends of the Library members from all five counties gathered in person on 10/15 and online via Zoom on 10/20 to socialize and share ideas at the new Friends Forum. TRL took this opportunity to honor and appreciate our Friends for all the amazing work, support, and efforts they provide on behalf of their local Timberland Regional Libraries.

### Programming & Outreach

#### **September**

Youth: 11 programs attended by 190 people

Teen/Adult: 8 programs attended by 521 people

Outreach: Sensory Tool House story times/Pop Up Library, Food Bank pop-up Library, Big Brothers/Big Sisters, Olympia Vision Fair, NTPS Library Teacher Meeting, school visit Envision Career Academy, Spokane County Library District visit/tour, Firs Library of Things presentation.

#### **October**

Youth: 23 programs attended by 912 people

Teen/Adult: 6 programs attended by 96 people

Outreach: Sensory Tool House storytimes/Pop Up Library, Food Bank Pop Up Library, Big Brothers/Big Sisters, NTPS Library Teacher Meeting, Wee Love Learning Center, DeTray's Library Resources presentation/library card sign up.

### Circulation:

#### **September**

LA: 73,405 physical and digital materials were borrowed in September, an increase of 12% over September 2021.

HA: 3,757 physical & digital materials were borrowed in September, about the same as the previous month.

### **October**

LA: 74,501 physical and digital materials were borrowed in October, an increase of 10% over October 2021

HA: 3,310 physical and digital materials were borrowed in October, a decrease of 12% over the previous month.

### **Building:**

Lacey Library 2022 refresh is nearly done! Shelving has been installed in the Friends booksale area, teen area has received shelving and new furniture, new shelving for magazines has been installed on the adult services/magazines end of the library, and one of four new mobile display units has been received. Still to come: new tables to replace wooden study carrels in the quiet study area, new lockers for the staff lounge, new staff task chairs, and the remaining 3 display units. We expect everything to arrive and be installed by the end of the year.

Submitted by Holly Paxson, Lacey Library Manager

**November 8, 2022**