



# CITY OF SWEET HOME LIBRARY BOARD AGENDA - CANCELED

September 08, 2022, 4:30 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

PHONE: 541-367-5007  
FAX: 541-367-3754

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## Meeting Information

The City of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 541-367-5128, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID:

## Review / Approval of Minutes

### Report of the Librarian

- a) [Report of the Librarian for July/August 2022](#)

### Fiscal Report

### Statistics

- a) [Library Statistics August 2022](#)

### Unfinished Business

### New Business

- a) [Review of Request for Reconsideration Form - Rough Draft \(as part of Library Policy Manual update discussion\)](#)
- b) [Collection Development Policies - review and discussion \(as part of review of Library Policy Manual update\)](#)
- c) Discussion about Library Design Institute 2022

### Next Regular Library Board Meeting - ENTER DATE HERE

- a) October 13, 2022

The Sweet Home Public Library Advisory Board welcomes your interest in these agenda items. The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's office at 541-367-8969.

## **Report of the Librarian for July/August 2022 Activities**

### **Unfinished Business:**

Summer Reading statistics will be ready for October! We are allowing participants to turn in their reading logs and bingo sheets until September 23<sup>rd</sup> and September 9<sup>th</sup>, respectively.

Oregon's Dino-Story from the MNCH was a hit! We saw an increase in visitors and new library card applications tied directly to hosting this program. We had over 125 entries into our T-Rex costume drawing.

### **New Business:**

We will be at the Harvest Festival on October 1<sup>st</sup> in Sankey Park.

We are looking for potential other types of traveling displays to have in the entryway lobby area. Oregon's Dino-story was a great use of the space and we would like to continue to make the space more useful.

### **Collection updates:**

We moved the games and puzzles to a better location and circulation has continued to increase. We have finished going through all of the collections for items that are marked in the computer as not having checked out for a long period of time (since 2017 for most collections)

### **Building issues:**

In July/August we had issues with the handicap bathroom toilet paper dispenser and with the Alley handicap door. Both issues were quickly fixed by

### **In building updates:**

We replaced part of the shelving for the graphic novels in the teen room.

We replaced the bean bag chairs we plan on doing this every 9-12 months due to high use. They are a low enough cost that this is not an budget problem.

### **Passive Programming:**

We are gearing up for handing out make and take kits soon, along with having a craft station in the library.

### **In-person Programming:**

Summer Reading events will be reported in October.

The upcoming Community Read book is Deep River. We have handed out 40 books already and even have people from Corvallis interested in participating in the discussions to be held in October. If you haven't gotten a copy of the book yet and are interested, just let us know!

### **New Building:**

Library Journal Design Institute discussion under New Business.

Our new City Manager starts on October 1<sup>st</sup>. City Council will pick up the discussion again about the feasibility of a new building after that date.



**City of Sweet Home**  
 Sweet Home Public Library  
 1101 13<sup>th</sup> Avenue  
 Sweet Home, OR 97386  
 541-367-5007

## Sweet Home Public Library

### Statistics

	This month August 2022	Last month July 2022	Year to date 2022	Previous year 2021(total)
<b>Patron Activity</b>				
OPAC Logins	194	198	1603	3081
SIP2 Logins	506	450	4493	6775
Main Door Count	3406	2548	19614	n/a
<b>Circulation and Renewals</b>				
Checkouts	5490	4902	29155	28723
Renewed items	298	421	4752	9125
E-audio & E-book checkouts	563	447	3609	5491
Total items checked out	6351	5770	37516	43339
<b>Holds Requested</b>				
Holds by Staff	157	110	990	1683
Holds by OPAC	171	158	927	1495
<b>Item Counts</b>				
Total items in library	28840	29203	28840	32879
<b>Public Access Computers</b>				
Logins	227	184	1625	2104
<b>Resource Sharing Savings</b>				
Cost savings	4189.93	3958.56	28280.75	n/a
Items borrowed by consortium libraries	248	254	1930	n/a
Items borrowed from consortium libraries	324	314	1930	n/a

## *Events*

Oregon's Dino-story visited the Library from August 3<sup>rd</sup> to September 3<sup>rd</sup>. We had a program from the MNCH on August 26 as the end of our Summer Reading Program. Kids and adults have loved learning more about dinosaurs this month.

Our Summer Reading Program officially wrapped up at the end of August, but we are giving a little time extension to everyone and will have participation numbers next month.

October will bring the Harvest Festival and our next Community Reads program. We are reading *Deep River* by Karl Marlantes and have given out over 50 copies of the book so far. This program is funded by the Friends of the Library.

## *Projects ongoing*

We purchased and installed new shelving for the growing teen graphic novel collection. This is to be paid for from a grant aimed at teens.

## *New Library update*

The Library Director will be attending the Library Journal Design Institute in Missoula, MT to participate in a session to help with concept designs for a new library building.

## Request for Reconsideration of Library Materials

Author:

Title:

Publisher:

Published year:

Request initiated by:

Contact information:

Are you Sweet Home Resident? (PLEASE CIRCLE ONE):    YES        NO

Are you a Sweet Home Public Library card holder? (PLEASE CIRCLE ONE):    YES        NO

1. To what in the material do you object" (please be specific)
2. What do you feel might be the result of reading or viewing this material?
3. For what age group would you recommend this material?
4. Are there any positive aspects to the material?
5. Have you read or viewed the material in its entirety?
6. Are you aware of literary reviews of this material?
7. What would you like the library to do about this material?
8. What other material, serving a similar theme or purpose, would you recommend in place of this item?

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Signature of Complainant

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Date of complaint

Examples of other Collection Development Policies:

Charlotte-Mecklenburg Public Library

<https://www.cmlibrary.org/materials-selection-policy>

Seattle Public Library:

<https://www.spl.org/about-us/policies/selection-of-materials>

Eugene Public Library

<https://www.eugene-or.gov/2450/Collection-development-policy>