

## FERN RIDGE LIBRARY DISTRICT

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### Director's Report to the Board of Directors For the October 14th, 2009 Meeting

#### Administrative

The 2009 Oregon Public Library Statistical Report for the District has been compiled and submitted, much thanks to Assistant Director Laura Blankenship and Business Manager Fred Welding. While there are no surprises, it was gratifying to report the expanded Monday hours for the first time (the library was open an additional 349 hours for the year!), the addition of several electronic databases, and to see that total circulation was up 31% over the previous year while total library visits were up 24%. Copies of this report will be included in the October board packet.

#### Community Programs

The Friends of the Library held a book sale on Friday Sept 11th and Saturday, Sept 12<sup>th</sup>.

A community program on Civil War Reenactment was held on Tuesday, September 15<sup>th</sup> in the Konnie Room.

The library will once again participate in the Fern Ridge Holiday bazaar by allowing craft vendors to set up in the Konnie room. A volunteer coordinator has been identified and we look forward to the traffic generated by this event.

#### Facilities / Equipment

The exterior painting of the library building has been completed, giving the library a new and fresh look. The contractor did an excellent job working around the operational hours of the library, and completed the job quickly and professionally.

Lane Council of Governments has contacted the library with news that there may be a slightly used HVAC system that can be given to the district. Business Manager Fred W. has been in contact with our HVAC maintenance vendor to look into the logistics of installing such a unit should it become available.

#### Foundation

The Foundation conducted a dinner retreat on Wednesday, September 16<sup>th</sup> to discuss future plans and to brainstorm ideas for fundraising in the coming years. I was unable to attend due to a family obligation, but I met with the Foundation consultant Karen Johnson after the retreat to review what was discussed.

I attended the regular Foundation meeting on Wednesday, October 7<sup>th</sup> where plans were discussed for an end of year fundraising campaign. This campaign will be focused on raising money for the teen area.

#### Grants

A list of the proposed Ready to Read Grants for 2009-2010 has been received from the State Librarian. We will receive a population allocation (per child) of \$1605 and a square mile allocation of \$293 for a total grant of \$1898 to be used for the Summer Reading Program.

I completed a technology survey as part of the requirements for the second year of the Gates *Opportunity Online* grant. The balance of this grant will be applied to the *Renovate 08* campaign.

#### Library Meetings

A staff meeting, chaired by Assistant Director Laura B. was held on Friday, September 11<sup>th</sup>. With the advent of the flu season, a discussion about best practices to avoid contacting and spreading germs was included on the agenda. This was a broad discussion, not centered on H1N1, but rather on keeping staff and patrons as healthy as possible.

**Material**

It's the fall book release season. We have lots of new books, especially fiction. Check 'em out!

**Outreach**

I attended a Local Manager Meeting, comprised of myself, the city manager, the fire chief, and the interim school superintendent. This group met semi-regularly five years ago, but dissolved over time. In an effort to strengthen ties between organizations that share a tax base, the managers will attempt again to meet monthly in order to share information, schedules, and possibly resources when appropriate in order to better serve the citizens of Fern Ridge. Meetings will rotate between facilities, and the group may be expanded to include other groups in the area.

**Patron Services**

*Library2Go* seems to be working smoothly for patrons who have tried the new service. On several occasions, staff has been able to direct patrons to the service for titles we don't have in our physical collection. These are items that we previously might have been able to get through interlibrary loan in a week or more, but can now be accessed digitally from home anytime. We continue to advertise the service through word of mouth, marketing pieces at the front counter, and on the library website.

The state of Oregon will not be distributing tax forms to libraries this year. We will be able to download and print forms for patrons, but this will mean they will have to pay the printing costs rather than receive a free booklet and form. Post Offices will still receive some forms, but we will likely encounter some resistance from patrons who expect us to have free forms as we have in the past.

**Staff Development**

I attended the Pacific Northwest Booksellers Association fall tradeshow from Sept. 10-12 in Portland. I presented an educational session for librarians attending the show and worked coordinating donations for the PNBA Rural Library program, which donated approximately \$20K worth of new books to a library in Idaho.

I attended a meeting of Oregon Library Directors at the State Library in Salem on Monday, October 5<sup>th</sup>. Funding is, as always, a major issue for all libraries, and the stability provided by our Special District status is evident as stories of municipal budget cuts circled the table.

**Staff Recognition**

Library Assistant II Marly Stapp passed the Frog Cup on to Assistant Director Laura B. because and I quote 'she rocks.'

**Technology**

The new Statewide Database License from Gale/Cengage is a significant savings over EBSCO that the State Library Board will consider applying those savings to the yearly charge issued to each library. As such, we may not have to pay that fee in the coming year. This will be decided at the October 17<sup>th</sup> meeting of the State Library Board.

**Use Statistics**

Please see the Sept., 2009 Statistics report. Of note: September was a bit of a slow month when compared to last year. Total circulation was up, but we added fewer books, withdrew fewer books, had fewer computer users, and attendance was down at all programs. I blame the sunshine!

**Youth Services**

Please see Youth Services / Volunteer Coordinator Katie Kane's report.