

FRIENDS OF THE NORTH PLAINS PUBLIC LIBRARY

Minutes - July 13, 2020

Time - 7:00 pm

Place- ZOOM

Attending: Carolyn Leavitt, Norma Tucker, Debbie Olson, Marianne Vandervelden, Carol Aldrich, Sheila Nelson, Marrina Abeln, Debbie Brodie, Robin Doughty

Approval of March minutes: Motion made by Carolyn Leavitt to approve as submitted, 2nd by Sheila Nelson, unanimous yes.

Financial Report: Attached

Budget: [Attached](#). Debbie Olson made a motion to accept proposed budget, based on last years budget. 2nd by Sheila, unanimous yes.

Director's Report: [Attached](#)

Board Elections: Nominees---President; Debbie Olson, Secretary; Marianne Vandervelden, Treasurer: Norma Tucker, Two At Large; Sheila Nelson and Carolyn Leavitt
Carolyn made motion to approve board as stated, 2nd by Sheila, unanimous yes vote.

Discussion:

* Amazon and E-Bay sales chart: [Attached](#)

* Accomplishments: [Attached](#)

*Teri Lenahan (mayor) was looking for a boy scout project. Suggestions: rebuild gazebo, landscaping, or yard clean up at FOBS house. Debbie Olson will check back with her.

*Book sale options will be researched by Carol Aldrich

*Online sales at this time is shipping only. Norma and Debbie O have been sending out about 20 books per week.

*Robin Doughty expressed pleasure in working with the Friends and is grateful for their steadfastness.

Adjourned: 8:04 pm

Next meeting: October 12,2020. Venue to be announced

Friends of the North Plains Public Library
2020-2021 Fiscal year Financial forecast of activities

Income

Bank Interest		4
Membership	1000	
Donations	2000	
Fred Meyer Rewards	600	
Amazon Smile	100	
Benevity/Intel	0	
Library materials (dedicated)	500	
Art of Storytelling	1000	
Used book sales from cart	0	
Elephant Garlic Festival		0
Online book Sales	\$10,000	
Operating Reserves		3,001
Total Income	\$18,205	

Expenses

Fundraising Exp	800	
Banking fees	35	
Office supplies	150	
Postal expense		150
Community outreach	400	
State fees	50	
State taxes	20	
Liability insurance	1100	
Library equipment	1000	
Library collection	7000	
Volunteer rewards	500	
Library materials (dedicated)	500	
Capital Improvements	3000	
Adult programs	1500	
Youth programs		2000
Total Expenses	\$18,205	

CHANGE IN NET ASSETS	\$0
NET ASSETS BEGINNING OF FISCAL YEAR (7/1/2020)	\$30,381
NET ASSETS END OF FISCAL YEAR (6/30/2021)	\$30,381

STATISTICS FOR MAY 2020 AND RECENT MONTHS

HISTORICAL COMPARISON DATA FY 2010 – 2020

	2010- 2011	2011- 2012	2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018	2018- 2019	2019- 2020
Average monthly door count	2,191	2,977	2,953	3,100	3,137	3,264	3,384	3,961	3,688	2,595
Average monthly circulation	4,651	5,167	5,087	5,257	5,062	5,074	5,508	6,100	6,444	5,137

RECENT MONTHS 2019 – 2020

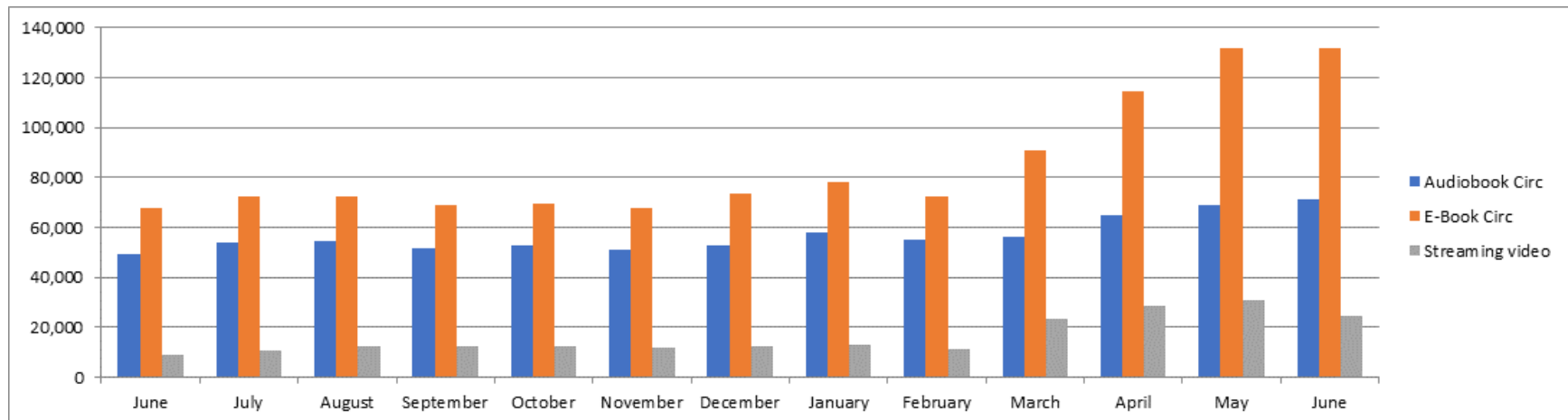
	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Door Count	3,487	4,206	3,540	3,480	3,651	3,359	1,761	0	0	0
Previous Year Door Count	3,445	4,033	3,402	3,032	4,012	3,311	3,655	3,788	3,751	4,026
Circulation	6,356	6,805	6,186	6,133	6,963	6,128	5,359	1,134	1,126	1,980
Previous Year Circulation	6,110	6,499	6,238	5,621	6,604	6,631	6,572	6,840	6,243	6,192

*COVID-19 Affected Statistic, Library Closed March 14th - present

E-Content Statistics for WCCLS - June

Total WCCLS e-content usage is up 81% from last June!

NPPL had 1,294 e-content checkouts June 2020 vs. 760 in June 2019 for an increase of 70%.



Social Media Engagement

	APRIL	MAY	JUNE
Facebook Reach	2,000	3,197	2,932
Facebook Followers	636	656	664
Instagram Reach	61	276	239
Instagram Followers	119	128	135

ANNOUNCEMENTS:

Reopening Update

Washington County Cooperative Library Services (WCCLS) member libraries have created a reopening framework to assist all member libraries with best practices as they rollout services. Each WCCLS member library is governed by their local jurisdiction, so reopening is on a slightly different timeline at each library.

As of July, North Plains Public Library is now offering curbside pick-up of library materials **5 days per week. Tue-Fri 10 a.m. – 6 p.m. and Sat 10 a.m. – 2:30 p.m.** We accept returns Monday-Saturday either in the exterior bookdrop or in bins alongside curbside pickup. Returned items are quarantined for 72 hours before check-in. We plan to add Monday curbside service by mid-August.

On June 22, county-wide online holds were turned back on. All but three WCCLS libraries are pulling holds for other member libraries at the time of this report. NPPL has been pulling holds for libraries who can accept them since early June. North Plains residents once again have access to most materials in the WCCLS system through courier to our library.

We do not have a target date for allowing patrons into the library building. It depends on our county's COVID-19 case count, county phase of reopening, and recommendations from health officials. By my calculations, we only have enough free square footage to allow 3-4 patrons in at one time under 6ft. distancing allowance once we get to that point.

Staffing

Staff are working in the library building one at a time or in teams of two with safety procedures including required facial coverings when working with others. Staff are supplied with disposable masks, disposable gloves, and disinfecting products in the library. Remote work continues in order to stagger staff and accommodate high-risk individuals. We continue to meet as a staff virtually and use Slack (a chat-type platform), email, phone, and Zoom to communicate. We are answering the phone Mon-Sat. and checking library voicemail regularly.

CelloBop! Family Performance

North Plains Library is excited to host Gideon Freudmann aka CelloBop via a virtual performance on Zoom, **Wednesday, July 29th at 6:30 pm. Register on the WCCLS events page at <https://wccls.bibliocommons.com/events/5eed1f8c65fbe345006953ef>**

ANNOUNCEMENTS: YOUTH SERVICES

Summer Reading 2020 Update

This summer, the county-wide goal is to get books in the hands of kids! Our first giveaway was Saturday, July 11th drive-thru style in the Jessie Mays parking lot. **We gave away 244 books to youth ages 0-18!** Those who missed this giveaway, may claim their free book up until August 15th by calling the library or stopping by the take & make table outside the library entrance every Wednesday from 2-6 p.m. We will give away books at Dogwood Park during free meal distribution on August 6th. This is a site other libraries were unable to schedule. North Plains

was not assigned an HSD summer meal site. Giveaway books are equivalent county-wide. The bag contains a brand-new book, an art supply, and a reading log or coloring sheet (ours have a scavenger hunt sheet).

This year's summer reading program is funded by the library's programming budget, the Friends of the North Plains Public Library, and individual donors.

Introducing Story Time Yoga!

with Tara reading *Old Turtle and the Broken Truth* on **Wednesday, August 12th at 10:30 am via Zoom**

Story Time Yoga combines learning through storytelling and physical movement for an engaging and interactive lesson. Join Tara as she reads the story while teaching different yoga poses that relate to the characters. This timeless story and practice is best for 4 - 8-year-old children and is open to all.

Super Summer Session for Elementary Kids

Mrs. Em hosts a weekly online class exploring our library's weekly summer themes with educational videos, articles, and "Take and Make" activities! LIVE ON ZOOM Tuesdays 1-2 p.m. through August 11th.

Preschool Storytime

Mrs. Em is bringing community children storytime from her home. Enjoy songs, stories, wiggles, and bubbles! Join Preschool Storytime on Zoom – every Tuesday at 11 a.m.

Kindergarten Readiness Classes

Level 2 each Thursday at 11:00 a.m. June-August: Continue to empower your child with more lifelong learning skills! In reading, we will explore long vowel sounds, digraphs, multi syllabic words, and reading comprehension! In math, we will explore problem-solving skills using sequencing, measuring, organizing, and computing.

Level 1 each Thursday at 1:00 p.m. June-August: Our level one course encourages children to learn to read and understand basic math concepts through music, hands-on activities, and games. Children will learn to identify and sound out all letters of the alphabet and establish a love of reading and mathematics.

Register online for youth classes and events at <https://wccls.bibliocommons.com/events/>

Daily Early Literacy Activities

The Meme Team posts daily literacy activities on Facebook to encourage parents and caregivers to engage with their children in a fun way while preparing them to read.

Teen Council

The Teen Council meets once per month on Zoom. All teens are welcome! Email Brianna at briannas@wccls.org for the Zoom link and more details!

ANNOUNCEMENTS: ADULT SERVICES

Adult Summer Reading

Adult take & make kits are given away at the library every **Wednesday through August 12th**

from 2-6 p.m. outside the library front entrance. Gently used adult books are given away at the food pantry, through Meals on Wheels, and provided to the Senior Plaza. For **Win-A-Book Wednesday** we post a different bestselling book title each Thursday on the NPPL Facebook page. The following Wednesday, four winners are drawn from those who comment on the post. Adults may sign up for the county-wide online adult summer reading program at <https://www.wccls.org/srp/adults2020>.

This summer's adult giveaways are partly funded by a donation from Recology, The Friends of the North Plains Public Library, and individual donors.

Culinary Herbs with OSU Master Gardener Sandy Japely

Please join us **Saturday, July 25, 2020** from **9:30 to 10:45 am** for this virtual program. There will be a 15-minute Q & A at the end of the presentation.

Mind Your Yoga

Meena leads yoga sessions on Tuesdays and Thursdays from 4.30 p.m. to 5.30 p.m. via Zoom. Please email Carol at carola@wccls.org to receive a link for the classes.

Library Book Club

The Library Book Club will be meeting via Zoom All are welcome to attend. Please email Carol at carola@wccls.org to receive a link to the meeting.

ANNOUNCEMENTS: UPCOMING MEETINGS

Library Board

The library board meets on the third Wednesday of each month to discuss the library, its goals, and objectives. The next meeting will be held on August 19th at 7 p.m. Venue TBD.

FY 2020 Combined Amazon and eBay Online Book Sales

	Combined Sales		Amazon sales		eBay sales	
	Amazon & eBay profit	total # items sold	profit	# items sold	profit	# items sold
July '19	\$616.83	64	\$199.80	48	\$417.03	16
Aug '19	\$617.93	54	\$509.59	42	\$108.34	12
Sep '19	\$522.53	66	\$245.90	34	\$276.63	32
Oct '19	\$496.39	63	\$377.51	48	\$118.88	15
Nov '19	\$444.10	54	\$320.06	34	\$124.04	20
Dec '19	\$408.56	73	\$249.74	53	\$158.82	20
Jan '20	\$840.63	85	\$594.90	58	\$245.73	27
Feb '20	\$732.33	82	\$582.99	63	\$149.34	19
Mar '20	\$150.70	24	\$150.70	24	\$0.00	0
Apr '20	\$0.00	0	\$0.00	0	\$0.00	0
May '20	\$0.00	0	\$0.00	0	\$0.00	0
Jun '20	\$895.72	184	\$675.89	166	\$219.83	18
	\$5,725.72	749	\$3,907.08	570	\$1,818.64	179

Fiscal Year 2020 Amazon and eBay Sales: \$5725.72



Fiscal Year 2020 Amazon and eBay: 749 Sales



Fiscal Year 2020 Amazon and eBay: 749 Sales

\$ 1818.64 from 179 eBay Sales . Average profit \$ 10.16

\$ 5725.72 from 749 all Sales . Average profit \$ 7.64

7/1/2020

Review FY 2019-20 Accomplishments:

- Funding for new books. Donated \$7,000 for new library materials.
- Funding library programs. Donated \$2,789 for youth & adult programs and Summer Reading.
- Despite suspending sales for 10 weeks due to COVID-19, Online Book Sales raised over \$5,725
- Raised \$3900 at the August 2019 Elephant Garlic Fest “Book Sale Fundraiser”
- Raised \$549 from the Library Book Sale Cart.
- Extended the Ground Lease with the City of North Plains through August 31, 2024
- Applied and received property tax exemption from Washington County for ground lease
-