




**Minutes of Meeting For  
Friends of North Plains Public Library  
North Plains Library  North Plains, OR  
April 12, 2021**

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**Officers Present:** Debbie Olson, President; Norma Tucker, Treasurer

**Members at Large Present:** Carolyn Leavitt, David Hatcher

**Others Present:** Robin Doughty

**Friends Meeting called to order by Debbie Olson, at 7:00 p.m.**

**APPROVAL OF MINUTES:**

*Norma Tucker made a motion; Carolyn Leavitt seconded the motion to approve the January 2021 minutes.  
Approval was unanimous by all members.*

**LIBRARY DIRECTOR REPORT: Robin Doughty**

Statistics are looking good with >1300 checkouts. Busy activities with holds. The Library is open with limited hours and a limited number of people allowed at a time. All the staff have had at least 1 vaccination and are feeling comfortable. Training for cleaning routine has been good with 2 weeks of practice runs for patron use and it was approved by the WCCLS specialists. We have a new HEPA filter for computer room. We had a program featuring Kim Stafford and Bethany Lee, a harpist. About 70 people attended via Zoom. The Library has a new staff member, Bakul Godbole, who has worked at Hillsboro and is fully vaccinated and trained. She will work with public service and bilingual storytime.

To see the full report, select the blue link to view the [Library Director's Report](#)

**LIBRARY BOARD REPORT: David Hatcher**

There will be a vacancy on the Board in June as Stephanie Ferris will end her board term. A notice will be put in the City Newsletter.

**COMMITTEE REPORTS: Treasurer: Norma Tucker**

**FNPL Balance Sheet** As of April 12, 2021

**Total Assets:**

<b>Checking</b>	<b>\$8,457.74</b>
<b>Money Market</b>	<b>\$20,010.78</b>
<b>Assets – Other</b>	<b>\$ 260.68</b>
<b>Total Assets:</b>	<b><u>\$28,729.20</u></b>

**Income:**

Online Sales	\$1430.30
Donations	\$50.00
Amazon Smile	\$93.26
Fred Meyers Rewards	\$96.97
Membership	\$1000.00
Benevity (donation)	56.49

**Total Income**                      **\$2727.02**

**Expenses:**

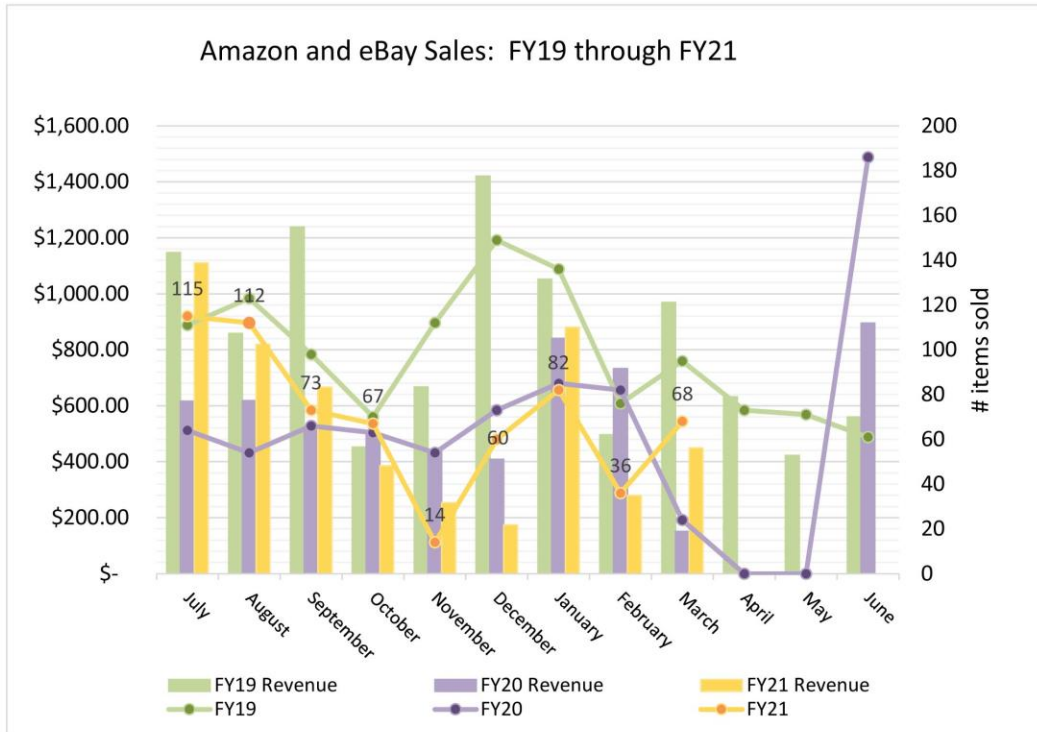
Library Collection	\$3500.00
Online Sales	\$3.33
Office Supplies	\$130.01
Volunteer Rewards	\$52.06

**Total Expense**                      **\$3685.40**

**Online Book Sales – Debbie Olson**

Debbie made charts for us to review. She reported that Chris Lantz has come back to list DVD's on eBay which has helped our revenue. Our sales are ahead from last year at this time, but down \$3000 from pre-pandemic years. We plan to set up a Meet and Greet table on May 1<sup>st</sup> during the City Wide Garage Sale in front of the yellow house to try to recruit a few more volunteers to help with our sales. The hours will be determined, possibly 9am to 2pm. It is still uncertain whether there will be a Garlic Festival and whether we will have a Used Book Sale this summer.

## Compare Fiscal Years Revenue and #Items Sold

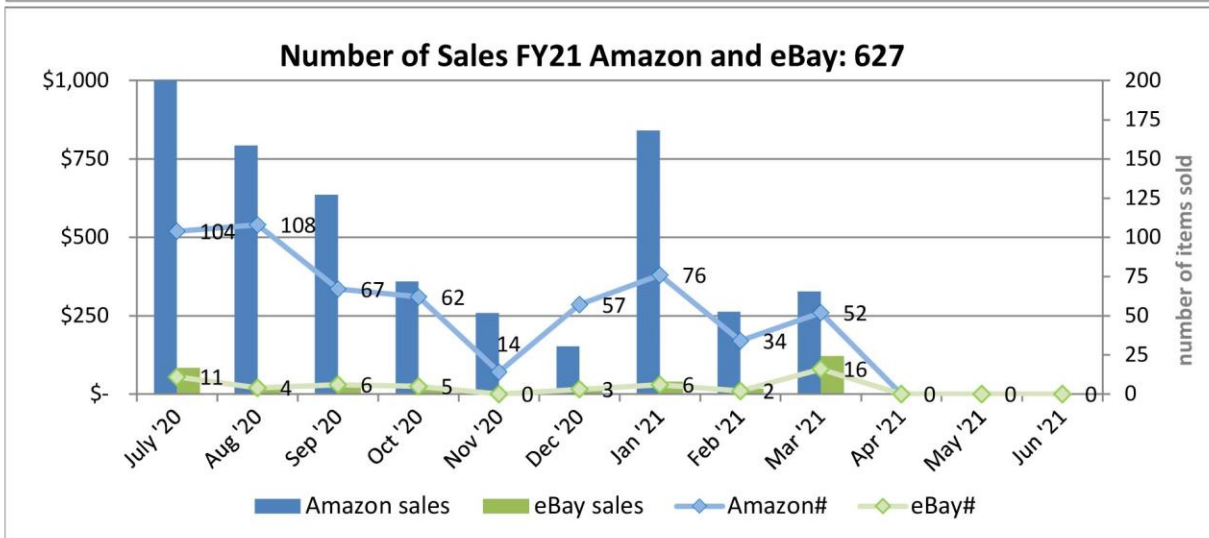
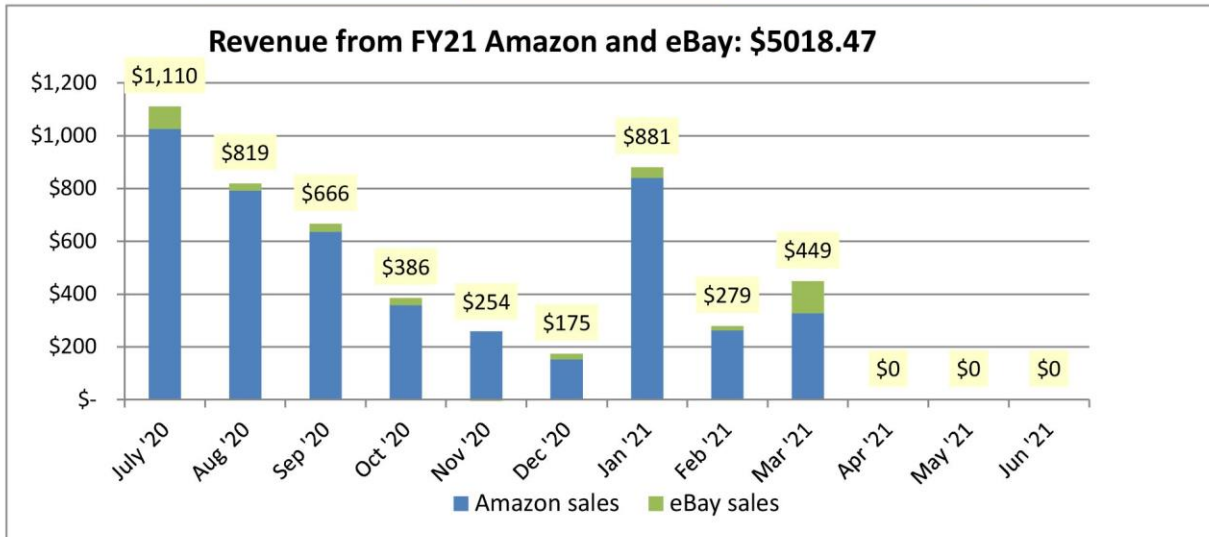


	FY 2019			FY 2020			FY 2021		
	profit	#items	accrued profit	profit	#items	accrued profit	profit	#items	accrued profit
July	\$1,147.65	111	\$1,147.65	\$616.83	64	\$616.83	\$1,127.85	115	\$1,127.85
August	\$858.21	123	\$2,005.86	\$617.93	54	\$1,234.76	\$825.53	112	\$1,953.38
September	\$1,238.85	98	\$3,244.71	\$522.53	66	\$1,757.29	\$680.49	73	\$2,633.87
October	\$452.02	70	\$3,696.73	\$496.39	63	\$2,253.68	\$384.32	67	\$3,018.19
November	\$667.46	112	\$4,364.19	\$444.10	54	\$2,697.78	\$253.55	14	\$3,271.74
December	\$1,420.45	149	\$5,784.64	\$408.56	73	\$3,106.34	\$174.50	60	\$3,446.24
January	\$1,051.96	136	\$6,836.60	\$840.63	85	\$3,946.97	\$880.69	82	\$4,326.93
February	\$496.25	76	\$7,332.85	\$732.33	82	\$4,679.30	\$279.27	36	\$4,606.20
March	\$969.09	95	\$8,301.94	\$150.70	24	\$4,830.00	\$449.10	68	\$5,055.30
April	\$631.94	73	\$8,933.88			\$4,830.00			
May	\$422.38	71	\$9,356.26			\$4,830.00			
June	\$560.15	61	\$9,916.41	\$895.72	186	\$5,725.72			
average \$\$/item	9916.41	1175		\$5,725.72	751		\$5,055.30	627	
		\$ 8.44			\$ 7.62			\$ 8.06	

Updated 4/10/2021

## Fiscal Year 2021 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 '20	\$1,110.45	115	\$1,026.03	104	\$84.42	11
Aug '20	\$819.41	112	\$791.95	108	\$27.46	4
Sep '20	\$665.86	73	\$635.89	67	\$29.97	6
Oct '20	\$385.64	67	\$359.11	62	\$26.53	5
Nov '20	\$253.55	14	\$258.50	14	-\$4.95	0
Dec '20	\$174.50	60	\$152.63	57	\$21.87	3
Jan '21	\$880.69	82	\$840.54	76	\$40.15	6
Feb '21	\$279.27	36	\$262.29	34	\$16.98	2
Mar '21	\$449.10	68	\$327.47	52	\$121.63	16
Apr '21	\$0.00	0	\$0.00	0	\$0.00	0
May '21	\$0.00	0	\$0.00	0	\$0.00	0
Jun '21	\$0.00	0	\$0.00	0	\$0.00	0
<b>Total</b>	<b>\$5,018.47</b>	<b>627</b>	<b>\$4,654.41</b>	<b>574</b>	<b>\$364.06</b>	<b>53</b>



Number of Sales FY21 Amazon and eBay: 627  
 \$ 364.06 from 53 eBay Sales . Average profit \$ 6.87  
 \$ 5018.47 from 627 all Sales . Average profit \$ 8.

### **OLD Business and Reports:**

Robin reported that Carol Aldrich arranged for a group of volunteers to clean up the yard debris from the Yellow House this past weekend. The City has cleaned the gutters.

### **NEW Business:**

Robin requested that the Friends provide an honorarium of \$300 to Kim Stafford and Bethany Lee for their program.

***Debbie Olson made a motion; Carolyn Leavitt seconded the motion to give \$300 in honorarium fees taken from the Community Outreach funds. Approval was unanimous by all members.***

Robin asked about a future idea to install two picnic tables in front of the library (about \$750 each) for patrons to sit on and use the extended Library WIFI services. She will give us more information and pictures to consider at our next meeting.

Robin also expressed interest in developing a Bike Mobile service to distribute books in North Plains.

**Meeting adjourned at 8:05 pm**

**Next Meeting Date:  
Monday 6/14/2021, 7:00 pm**

**CITY OF NORTH PLAINS – LIBRARY DEPARTMENT REPORT, April 19, 2021**

**FROM: Robin Doughty, LIBRARY DIRECTOR**

**STATISTICS FOR MARCH 2021 AND RECENT MONTHS**

**HISTORICAL COMPARISON DATA FY 2012 – 2021**

	<b>2011- 2012</b>	<b>2012- 2013</b>	<b>2013- 2014</b>	<b>2014- 2015</b>	<b>2015- 2016</b>	<b>2016- 2017</b>	<b>2017- 2018</b>	<b>2018- 2019</b>	<b>2019- 2020</b>	<b>2020- 2021</b>
Average monthly door count	2,977	2,953	3,100	3,137	3,264	3,384	3,961	3,688	2,595	6
Average monthly circulation	5,167	5,087	5,257	5,062	5,074	5,508	6,100	6,444	5,137	4,267

**RECENT MONTHS 2020 – 2021**

	<b>AUGUS</b>									
	<b>JUNE</b>	<b>JULY</b>	<b>T</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>
Door Count	0	0	0	0	0	0	0	0	0	51
Previous Year Door Count	4,026	3,780	3,870	3,487	4,206	3,540	3,480	3,651	3,359	0

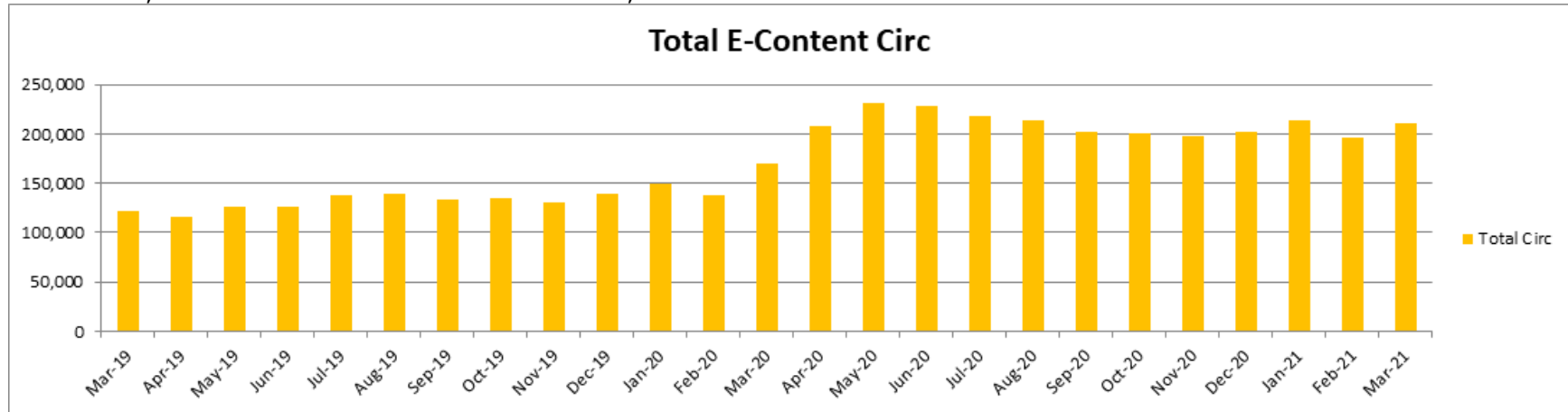
Circulation

	1,980	3,040	3,378	4,469	4,572	4,561	4,540	4,670	4,107	5,070
Previous Year Circulation	6,192	6,706	6,765	6,356	6,805	6,186	6,133	6,963	6,128	5,359

\*COVID-19 Affected Statistic, Library Building Closed 3/14/20 - 3/14/21

## E-Content Statistics for WCCLS – March 2021

NPPL had 1,322 downloadable check-outs in March, which was 26% of check-outs!



## Social Media Engagement

	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR
Facebook Reach	2,932	5,998	4,379	4,744	3,371	2,006	1,969	4,944	2,661	1,595
Facebook Followers	664	691	617	623	628	717	722	725	725	729
Facebook Interactions	981	2,511	1,314	728	577	345	321	443	356	230

Instagram Reach	239	301	240	198	312	293	344	212	248	219
Instagram Followers.	135	142	150	154	159	160	163	163	167	167
Instagram Inter.	19	33	26	43	78	39	52	39	70	52

## ANNOUNCEMENTS:

### Earth Day Poetry Contest

Celebrate Poetry and Earth Day with the Library this April! We invite youth, teens, and adults to submit a poem on the theme of Earth Day. Submit your poem, name, contact information and age category to [northplainslibrary@gmail.com](mailto:northplainslibrary@gmail.com) or to the library book drop from **April 1<sup>st</sup> – 30<sup>th</sup>**. A winner from each age category will win a set of reusable produce bags. 1 entry per person. Poems may be illustrated but it is not required.

### Resumed Indoor Services Continue

At the Moderate and Lower COVID-19 county risk levels we encourage contact-free holds pick-up of library materials inside the library entryway/vestibule. Holds pick-up is **Mon-Fri 10 a.m. – 6 p.m. and Sat 10 a.m. – 4 p.m.** Returned items are quarantined for **at least 24 hrs.**, and our bookdrop is open **24/7**.

We recognize that contact-free holds pick-up does not serve all of our community’s library needs. On March 15<sup>th</sup>, we resumed patron visits for limited browsing and computer use on a walk-in basis at our back entrance from **12:00 p.m. – 4 p.m. Monday-Saturday**. Community members are welcome to browse for up to 30 minutes and use a computer for up to an hour. They may self-serve to print, fax, and make copies. For now, occupancy is limited to one patron or household at a time.

*Each Washington County Cooperative Library Services (WCCLS) member library is governed by their local jurisdiction, so reopening looks slightly different at each library.*

## ANNOUNCEMENTS: YOUTH SERVICES

### Interactive Virtual Storytime

Enjoy songs, stories, wiggles, and bubbles with Mrs. Em! Join Preschool Storytime on Zoom – **every Tuesday at 11 a.m.** Register online at <https://wccls.bibliocommons.com/events/>

### Super Sessions – Cooking

Elementary-aged kids learn fun and simple food preparation in an interactive Zoom session hosted by Mrs. Em. **April 27<sup>th</sup> at 3:30 p.m.** This session’s theme is **"Explore the Regional Flavors of Nigeria"**!

### OBOB (Grades 3-6)

Join other students on Zoom to practice answering questions about the book **Front Desk** by Kelly Yang hosted by Mrs. Em **Thursday, April 29<sup>th</sup> at 3:30 p.m.**



## Kindergarten Readiness Classes

**Level 2 each Thursday at 11:00 a.m. Jan 7 - May 28:** 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. Jan 7 - May 28 :** 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.

## Teen Council Plays Broken Picturephone

Join to play this live game where you and your friends create books of drawings and phrases, one page at a time, only being able to see one previous page. Then, everyone experiences each full book together! **Friday, May 7<sup>th</sup> at 4:30.**

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

## ANNOUNCEMENTS: ADULT SERVICES

### Bookwanderers – A Travel-themed Bookclub for Adults

Join North Plains Public Library's new book group to embark on a journey through books! We'll read fiction and nonfiction about all manner of voyages, travels, and journeys - and enjoy friendly discussion on the second Saturday of the month at 10:00 a.m. via Zoom.

May 8 – *The Travelling Cat Chronicles* by Hiro Arikawa

June 12 – *Less, A Novel* by Andrew Sean Greer

July 10 – *The Geography of Bliss* by Eric Weiner

### North Plains Public Library Bookclub

Hosted by the Friends of the North Plains Public Library, all are welcome to our monthly bookclub on the last Wednesday of the month. Join on Zoom to discuss **Olive, Again** on April 28th at 7 p.m. Future book selections:

May 26 – *The Eighty-Dollar Champion* by Elizabeth Letts

June 30 – *The Keeper of Lost Things* by Ruth Hogan

July 28 – *The Night Watchman* by Louise Erdich

Register for bookclubs at <https://wccls.bibliocommons.com/events>

## 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 April 21st at 4 p.m. via Zoom. The library board will have 2 vacancies as of July 1.