



Agenda
Library Board Meeting
Tuesday, October 11, 2022
Richland Public Library
955 Northgate Drive

Board Members: Chair Booth, Vice-Chair Lightner and Members Buxton, Hernandez, and Pickel

Council Liaison: Kent

Staff Liaison: Library Manager Nulph

Regular Meeting - 5:30 p.m.

Call to Order/Attendance:

Introduction of Guests:

Approval of Agenda: (Approved by Motion)

Public Comments: Please limit comments to 3 minutes per person and not more than 15 minutes per topic.

Approval of Minutes: (Approved by Motion)

1. Approval of the September 13, 2022 Library Board Meeting Minutes

Report of the Library Manager:

2. October 2022 Library Manager's Report
 - Christopher Nulph, Library Manager
3. October 2022 Library Statistics
 - Christopher Nulph, Library Manager

Approval of Bills: (Approved by Motion)

4. October 2022 Claims for Payment
 - Christopher Nulph, Library Manager

Unfinished Business:

New Business:

5. Updated Working Agreement Between City of Richland and the Library Board
 - Christopher Nulph, Library Manager

Agenda Items for Upcoming Board Meeting:

Adjournment

The next Library Board Meeting is Tuesday, November 8, 2022

Richland Public Library is ADA accessible with special parking and access available at the entrance facing Northgate Drive. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (Ch. 42.30 RCW) Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 509-942-7389.



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/11/2022

Agenda Category: Approval of Minutes

Prepared By: Kylie Barada, Administrative Assistant

Subject:

Approval of the September 13, 2022 Library Board Meeting Minutes

Department:

Parks & Public Facilities

Recommended Motion:

Move to approve the 09-13-2022 meeting minutes.

Summary:

The draft of the 09-13-2022 Library Board Meeting Minutes is included for discussion.

Attachments:

- I. 2022.09.13 Library Board Meeting Minutes



MINUTES

Richland Public Library Board
Library Gallery – 955 Northgate Drive
September 13, 2022, 5:30 – 6:30 PM

Richland Public Library Regular Board Meeting – 5:30 p.m.

Chair Booth called the meeting to order at approximately 5:32 p.m.

Attendance

Chair Booth, Vice-Chair Lightner, Board Members Buxton and Maier were present. Also present were Library Manager Nulph and Administrative Assistant Barada.

Board Member Hernandez and Council Liaison Kent were absent.

Approval of Agenda

Vice-Chair Lightner moved and Board Member Buxton seconded the motion to approve the agenda as is. The motion carried 4-0.

Approval of Minutes

Chair Booth asked for a motion to approve the minutes of the August 9, 2022 meeting and the August 30, 2022 Special Meeting. Board Member Maier moved and Board Member Buxton seconded the motion to approve the minutes of August 9, 2022 and August 30, 2022 as is. The motion carried 4-0.

Report of the Library Manager

The Strategic Plan has been ratified by Council. Consultants from BerryDunn will be at the library on October 14 to discuss with staff. The library will be closed that day.

Lisa Adams has retired from the library after 40 plus years.

RPL is working with Marketing to promote the Sorting Out Race exhibit in the lobby.

Public Comments

There were no members of the public present.

Approval of Bills

Board Member Buxton moved and Board Member Maier seconded the motion to approve the certification of claims for payment for September 2022 in the amount of \$111,627.11. The motion carried 4- 0.

Unfinished Business

1. Library Manager Nulph lead the discussion on reciprocal borrowing with Mid-Columbia Library.

New Business

1. There was no New Business on the Agenda.

Agenda Items for Upcoming Board Meeting

1. Board Member Participation in Conferences

Adjournment

Chair Booth adjourned the meeting at 6:24 P.M.

APPROVED:

ATTEST:

Emily Booth, Library Board Chair

Kylie Barada, Administrative Assistant

DATE APPROVED:

DATE PUBLISHED:



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/11/2022

Agenda Category: Report of the Library Manager

Prepared By: Christopher Nulph, Library Manager

Subject:
October 2022 Library Manager's Report

Department:
Parks & Public Facilities

Recommended Motion:
Discussion only.

Summary:
Library Manager Nulph's October 2022 report is included for discussion.

Attachments:
I. 2022.10.11 Library Manager's Report



LIBRARY MANAGER'S REPORT

Richland Public Library Board

October 11, 2022

State of Library Services

The marquee event for September was the visit from NASA astronaut, Kayla Barron. There was a tremendous response with 519 patrons recorded as attending this event. This occupied the Gallery as well as overflow in the Conference Rooms and STEAM Space. The event had excellent coordination from Michelle and Johanna. Patrons had many kind things to say in appreciation for us hosting the event and we received attendees from Richland and beyond.

The Candy Mountain Academy moved in next-door to the library. This is a small class size school serving certain segments of the Tri-City area. They will be using the library to supplement their curriculum and will be stopping by shortly for library cards.

Richland School District leadership visited with us in September. We hope to make this a quarterly meeting so that we can better support each other's services.

There is a pending non-competitive grant the library is scheduled to receive to support FAFSA completion in this district. Washington state is one of the states with the lowest FAFSA completion rates, and the State is providing funding to regions in the Washington that have the lowest completion rates. We will have up to \$30,000 to support FAFSA completion in our city.

Theresa and her team have relocated our adult graphic novel section to make the collection easier to discover and browse. Previously, this was located within the Non-Fiction collection. It has now been pulled out and is a stand-alone collection. Now that it is part of its own collection, we will be looking to grow that section.

Michael is currently working on guidelines for collection maintenance of our reference and local history collections. Previously, these sections had no specific guidelines. This will help us make consistent collection development decisions in those areas.

The café space should be occupied by the end of October. We do not have a specific date yet.

Friends of the Library Update

The Friends of the Library book sale will take place October 27-29 this month. Setup will begin October 23. The donation bins have been relocated from the face of the brick mural to allow this work of art to be fully visible as originally intended. The Friends of the Library will replace the blue bins with a better-looking container and place them across from the book sale room.

Library Foundation

The Library Foundation reconvened but did not meet a quorum. They have an interested member of the community that would need a quorum to be initiated as treasurer. At the meeting, potential upcoming library projects were discussed as possible outlets for the Foundation. The Foundation will seek to reconvene in November. If a quorum is not reached, alternatives to fill the vacant seats would be examined.

Staffing Updates

Michelle Haffner has accepted the Community Engagement Supervisor position and officially took the title on October 3. Previously, Michelle was our Teen Librarian and worked extensively on building the YA collection, bringing back YA program attendance, and helping develop our strategic plan. Her acceptance of the new role creates a vacancy for a full time Librarian I position focusing on teen services.

Library Statistics

We generally see most of our metrics dip after the Summer Reading Program ends and kids go back to school. Our statistics for September follow that trend, but still remain higher than numbers before the summer. Our physical circulation and renewal numbers fell by about 7,000 to 57,334. A good indicator that we saw some users come back to the library over the summer is that this number is higher than June's and any month prior to that in 2022. This trend is similar with gate count, reducing by less than 2,000 from our August high, but still remaining higher than June and any month prior to that in 2022. Our digital statistics do not reflect any noteworthy trends. They remain relatively steady.



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/11/2022

Agenda Category: Report of the Library Manager

Prepared By: Christopher Nulph, Library Manager

Subject:
October 2022 Library Statistics

Department:
Parks & Public Facilities

Recommended Motion:
Discussion only.

Summary:
Staff will discuss the attached statistics regarding library services.

Attachments:
I. 2022.10.11 Library Statistics

RICHLAND PUBLIC LIBRARY



September 2022 Statistics Report for the October Board Meeting

SUMMARY

We hosted several special programs during the month of September. Our most popular program was “A Conversation with NASA Astronaut Kayla Barron,” a Community Series lecture, on Thursday, September 15. More than 519 patrons of all ages attended in the Doris Roberts Gallery, the STEAMspace, and over Zoom. Another popular program was the Northwest Public Broadcasting season premiere of *Magpie Murders* held in the Gallery on Wednesday, September 28.

Our High School Book to Movie Club watched *The Martian* on Thursday, September 8. For Marvel Monday, we showed *Captain Marvel* to patrons of all ages on Monday, September 26.

The Read the Rainbow LGBTQIA+ and Allies Book Club, a collaboration between the Richland Public Library and Mid-Columbia Libraries, met at our library on Tuesday, September 27, to discuss *I Know Why the Caged Bird Sings* by Maya Angelou. This group meets monthly and rotates between different libraries in the Tri-Cities.

Other programs at the library this month included Singing Strings Ukulele Club teen/adult jam sessions on two Tuesdays, September 6 and 20; STEAMKids on Saturday, September 24; Preschool STEAMplay on two Thursdays, September 8 and 15; an LGBTQIA+ Crafting Social on Monday, September 19; numerous therapy dog reading sessions; and Tuesday evening, Wednesday morning, and Friday morning story times. We also held an outdoor Story Time at Jeanette Taylor Skate Park on Thursday, September 29, and we had an outreach table at the Richland Seniors Picnic in Howard Amon Park that same day.



SEPTEMBER STATISTICS

- Overall Circulation with Renewals: 70,806
- Digital Circulation: 13,472
- Physical Items Checked Out: 38,021
- Physical Items Renewed: 19,313
- Holds Filled: 3,781
- Hoopla Circulation: 2,496
- Kanopy Circulation: 12,637 minutes
- Mango: 107 sessions
- Overdrive Circulation: 10,354
- New Library Card Accounts: 298
- Gate Count: 14,335

CHILDREN'S PROGRAMS

Story Times at the Library

Children's Services Librarian Kelly and Librarian Joyce held Tuesday evening story times at 6:30 p.m. on September 6, 13, 20, and 27, as well as Wednesday morning active toddler story times at 10 a.m. on September 7, 14, 21, and 28. Kelly also held Friday morning story times for preschoolers at 10 a.m. on September 2, 9, 16, 23, and 30. Kelly often gives out take-and-make kits to children after story times. She handed out 28 mini tangram kits after one of the story times this month.

Preschool STEAMplay

We held Preschool STEAMplay sessions on two Thursdays, September 8 and 15. Our calendar invitation said, "Drop in anytime during the two hours to enjoy some STEAMplay at the Library. We will get out blocks, games, and other activities. Sponsored by the Friends of the Richland Public Library. Preschoolers must be accompanied by an adult."

STEAMkids

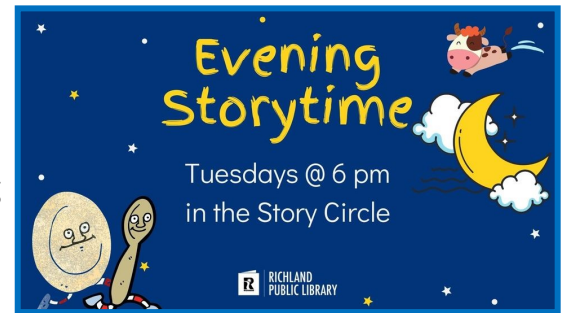
We also held drop-in STEAMkids session from 10 a.m. to noon on two Saturdays, September 3 and 24.

Our calendar invitation said, "Join us for some STEAM activities! We will bring out blocks, construction sets, giant chess and whatever else we think might be fun! Sponsored by the Friends of the Richland Public Library. Preschoolers must be accompanied by an adult."

Story Time at Jeanette Taylor Skate Park

We held an outdoor Story Time at Jeanette Taylor Skate Park at 10 a.m. on Thursday, September 29.

Our calendar invitation said, "This special Story Time will be at the Jeanette Taylor Skate Park (behind HAPO on Goethals). We will share a few stories on the concrete so bring blankets. Then we'll have time to experiment with rolling things down the hills! We will bring a variety of balls and a few cars but feel free to bring something of your own if you want to try rolling it down the hills. We're counting on this being a fairly quiet time at the Skate Park so we take over for about an hour. See you there! "



 **Richland Public Library**
September 13 at 10:00 AM · 🌐

We know our patrons love and value the library, but have you ever thought about the actual economic value that your library card gives you?

Check out this nifty online calculator to figure out how much money having your library card can save you in entertainment expenses each month:
<https://ilovelibraries.org/what-libraries-do/calculator/>

What was your total?



What is your library card worth to you?
myrichlandlibrary.org

CHILDREN'S PROGRAMS (CONTINUED)

Sweater Weather Trees

Every year, when “sweater weather” starts in September, Kelly decorates the trees outside the library with colorful knitting that is created and donated by staff, volunteers, and patrons. Some trees feature children’s book characters such as Bert, Ernie, Paddington, and Waldo, while some feature finger knitting strands or brightly colored swatches. Here are some photos.

School Outreach: Marcus Whitman Open House

Kelly staffed a library outreach table at the Marcus Whitman Open House on Thursday, September 22. She brought a selection of toys for kids to play with, sweater weather tags to decorate, paper airplanes to build, coloring sheets, and calendars of library events. She interacted with more than 100 children and their families during this open house.

School Visit: Sagebrush Montessori

We often host classroom and school visits at the library. On Thursday, September 29, Kelly hosted a large group of children from Sagebrush Montessori. During this visit, the children got to tour the library and then participate in fun activities in the STEAMspace.

Story Walk

Kelly also created a special Story Walk for September to highlight projects that patrons created during our Summer Reading Program. It includes “What Do You See?” projects, colorful origami art, comics, self portraits, and more. People can walk around the children’s area to see the artwork in the windows.



TEEN PROGRAMS

High School Book to Movie Club

For September, our High School Book to Movie Club for teens age 13-18 read *The Martian* by Andy Weir and then watched the 2015 movie adaptation at 6 p.m. on Thursday, September 8.

ADULT PROGRAMS

LGBTQIA+ Craft Social

Adult Services Librarian Gavin held another LGBTQIA+ Craft Social for patrons age 13 and older from 6:30 to 8:30 p.m. on Monday, September 19. Our calendar invitation this month said, "Chat, chill, and hang out: A crafting social for LGBTQ+ and allies. Do you like to create mail art, mixed media, painting, drawing, cross stitch, knitting/crocheting, or something completely different? Bring your projects and get your craft on. If you just want to hang out and chat, that's OK too! Some basic art supplies may be available, but it's best to bring what you need. Light snacks provided." Twenty-six patrons attended this popular program.

ALL-AGES PROGRAMS

Magpie Murders Series Premiere with Northwest Public Broadcasting

We hosted the *Magpie Murders* series premiere from 7 to 8:30 p.m. on Wednesday, September 28. Our calendar invitation said, "Mystery fans, boy have we got a treat for you! Come watch an advance screening of the first episode of the PBS series *Magpie Murders*, based on Anthony Horowitz's bestselling novel. We are partnering with the wonderful folks from Northwest Public Broadcasting to bring you this chance to watch the show before it airs on TV! The show, light refreshments, and small giveaways are courtesy of Northwest Public Broadcasting!"

Our Facebook page noted, "Magpie Murders is a six-part series adaptation of the 2016 novel by author Anthony Horowitz. The series will air Sundays at 9:00 p.m. on NWPB beginning October 16."

 Richland Public Library
1d · 🌐

British mystery fans! Just one more day until our sneak preview screening of *Magpie Murders*!

We've teamed up with [Northwest Public Broadcasting](#) to show an advance screening of *Magpie Murders* from MASTERPIECE PBS. Wednesday, September 28th at 7 pm. The event is free and light appetizers will be provided.

Registration is not required, but registering helps us provide the right amount of food--an important aid to any investigation. RSVP through the event page and email membership@nwpb.org or call 800-842-8991 to register.



YOUTUBE.COM

Magpie Murders | The Official Trailer | Streaming exclusively on BritBox from 10th February 2022



MAGPIE MURDERS

Wed., Sept. 28th
7 pm
RPL Gallery

NWPB
RICHLAND PUBLIC LIBRARY

ALL-AGES PROGRAMS (CONTINUED)

A Conversation With NASA Astronaut Kayla Barron

NASA Astronaut Kayla Barron, who grew up in the Tri-Cities and graduated from Richland High School, gave a Community Lecture Series presentation at the library at 7 p.m. on Thursday, September 15.

Kayla is a nuclear engineer, submarine warfare officer, and astronaut with a bachelor's degree in Systems Engineering from the U.S. Naval Academy and a master's degree in Nuclear Engineering from the University of Cambridge. She served as a member of the NASA SpaceX Crew 3 mission to the International Space Station. That long-duration commercial crew mission launched on November 10, 2021, and returned to Earth on May 6, 2022, after 177 days in space. We invited patrons of all ages to come and learn about her astronaut training and her experiences on the International Space Station.

This Tri-Cities Community Lecture was hosted by Jim Kelly, the Richland Public Library, CBC, and the Pasco Air Museum. It was held in the Doris Roberts Gallery, over Zoom, and with overflow audience Zoom sessions in the conference rooms and the STEAMspace. We counted at least 519 patrons in attendance, including 75 in the Doris Roberts Gallery, 127 in the STEAMspace, and 176 over Zoom, though we believe there may have been more.



Beanstack Challenge: NASA's Artemis Project

We held a new Beanstack challenge for patrons of all ages from September 1 through 30. The theme was "NASA's Artemis Project: To the Moon, Mars, and Beyond."

The challenge description read, "NASA is readying the first mission of the Artemis spaceflight program! In ancient Greek mythology, Artemis was the goddess of the Moon and twin sister to the sun god Apollo. Much like NASA's Apollo program, which took humans to the Moon in the 1960s and 1970s, the Artemis program will take humans back to the Moon and prepare us for traveling to Mars and beyond for the first time. Learn more about the Artemis program and NASA's plans for a new generation of crewed spaceflight by completing the activity badges in this reading and activity challenge! The Space Science Institute will be giving out prizes to the top competing libraries, so read and share to help us win some cool STEM kits for the Richland Public Library!"



ALL-AGES PROGRAMS (CONTINUED)

Singing Strings Ukulele Club

The Singing Strings Ukulele Club held teen/adult jam sessions in the library at 6:30 p.m. on two Tuesdays, September 6 and 20. Johanna co-leads this group. Our calendar invitation said, “Jam sessions will be the first and third Tuesday of each month in the STEAMspace. Please bring your ukulele, your personal copy of *Daily Ukulele* by Jim Beloff, any sheet music we've provided, and be tuned up and ready to begin at 6:30 p.m.”

Local Book Clubs

We host several different book clubs at the library each month. The Monday Night Book Group met at 6:30 p.m. on September 19 to discuss *Hillbilly Elegy* by J. D. Vance. The Thursday Afternoon Book Club met at 1:30 p.m. on September 15 to discuss *The Rose Code* by Kate Quinn.

Marvel Monday

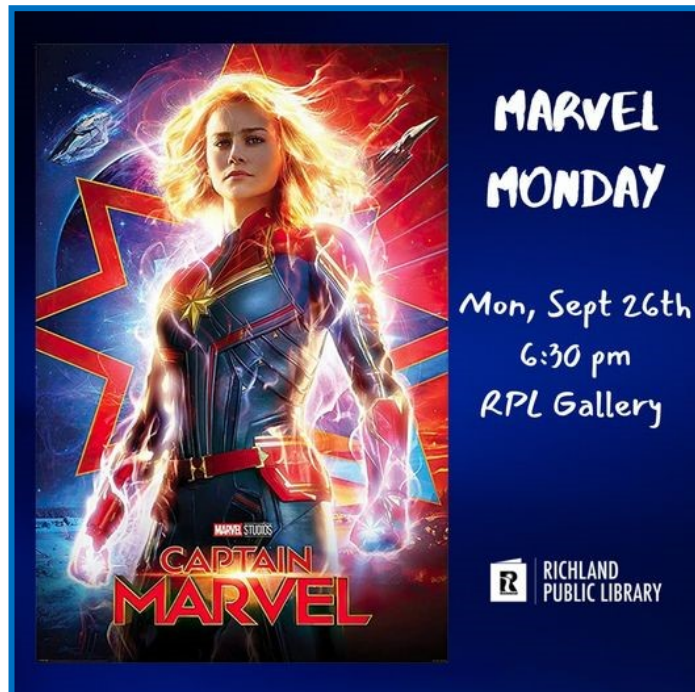
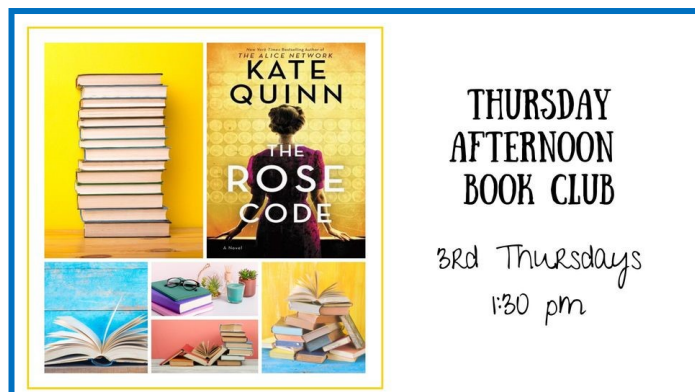
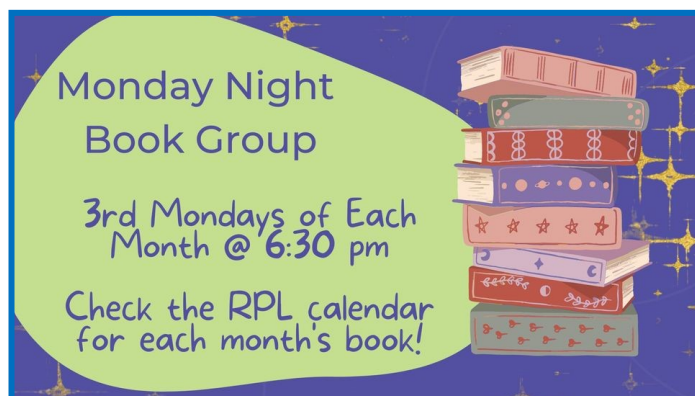
This month, for Marvel Monday, we showed *Captain Marvel* (2019) from 6:30 to 8:30 p.m. on Monday, September 26, in the Doris Roberts Gallery. Snacks and beverages were provided by the Friends of the Richland Public Library, and movie licensing is courtesy of Windermere Group One.

“Read the Rainbow” Book Club

Richland Public Library and Mid-Columbia Libraries have teamed up to host a “Read the Rainbow” Book Club for LGBTQIA+ patrons and allies. The book club meets monthly and rotates around library branches in the Tri-Cities.

This month, the club met at the Richland Public Library from 6:30 to 8:30 p.m. on Tuesday, September 27. Members read and discussed *I Know Why the Caged Bird Sings* by Maya Angelou.

Next month, the club will meet at the West Pasco branch of Mid-Columbia Libraries from 6:30 to 7:30 p.m. on Tuesday, October 15. Participants are invited to bring books that they have recently read and would like to discuss.



PATRON FEEDBACK

“This was a wonderful program tonight. Kayla is an excellent speaker, the time just flew by listening to her.” [referring to the Community Series lecture by Kayla Barron]

“Awesome!” [referring to our invitation to take a Banned Books Week selfie]

“The Library has never failed me yet.”

“My library card is worth the world to me. I have physical limitations that keep me at home a lot and being able to read takes me out into the world. I also meet people there to share crafting and socialization. I love the fact that I can get books in e-versions that can be enlarged to accommodate my sight.”

“So looking forward to this event!” [feedback about our upcoming *Magpie Murders* premiere]

Hello Richland Library, I just wanted to pass this on especially to Kelly Reed the children's librarian who was so kind to me and my three sons when they were young. We moved away when our oldest son Will was in 7th grade. He's now 23, living in Memphis and a designer for the Memphis Grizzlies NBA team. He got to design this special card for library card sign-up month. This is what he wrote about it: Hello friends. As most of y'all know, I've been working for the Grizzlies for about 3 months now and in many ways it's a childhood dream fulfilled for me.

It's hard to communicate a personal dream to someone else, because most of the time it's just a feeling inside of you that most others will never have. But this is probably as close to showing just what this job means to me as I'll be able to get.

If you didn't know, I was homeschooled until 7th grade and for much of my early years Jessica Ewing Stone had my brothers and I living out of the Richland Public Library. Little Will would've loved to have a Grizzlies library card, and it's really special to me to know that there's probably some kid out there, growing up in Memphis — whose mom is a lot like mine — and will enjoy going to the library just a little bit more because of something I got to work on.

At the end of the day, a job is always going to be a job, even if it's your dream job, and that's been a lesson I've learned a lot in this season of life, but while that's true, I do want to be more intentional about celebrating the meaningful things from the work I get to do, and this is up there with the best of them.

TLDR: I like my job and am still finding ways to tap into the little kid in me.

Thank you for all you did to partner with us as parents to instill a lifelong love of reading and learning in our family!

In late September, we received this message from a grateful patron. She thanked Kelly and the Richland Public Library for helping to instill a lifelong love of reading and learning in her family.

Memphis Public Libraries
September 22 at 5:00 PM · 🌐

Have you picked up one of our cool new limited edition Memphis Grizzlies library cards? September is Library Card Sign-Up month are we have launched these new cool cards. You can either sign-up for a card or trade in your old card for one of these!

September is ...
LIBRARY CARD SIGN-UP MONTH!

Memphis Public Libraries
& the Memphis Grizzlies have teamed
together to bring you limited edition
Grizzlies-themed library cards!

📍 AT ALL MEMPHIS PUBLIC LIBRARIES
Get your today! Visit memphispubliclibraries.org for more info.

Sponsored by:

LIBRARY DISPLAYS

NASA Display

Library Assistant Mary created an eye-catching tabletop display about NASA astronauts, space exploration, and space travel. The display publicized the September 15 visit from NASA astronaut Kayla Barron, as well as our September “To the Moon, Mars, and Beyond” challenge on Beanstack. It also included a model of the International Space Station and a Space Shuttle.

During the month of September, this display featured a selection of books about astronauts and space exploration, including *Find Where the Wind Goes* by Mae Jemison, *Leaving Orbit* by Margaret Lazarus Dean, *Destination Moon: The Remarkable and Improbable Voyage of Apollo 11* by Richard Maurer, *Not Necessarily Rocket Science: A Beginner’s Guide to Life in the Space Age* by Kellie Gerardi, and more. We kept the display stocked with books during the month.

Mary also created a NASA Artemis Project bulletin board to publicize the Beanstack challenge.

National Latinx and Hispanic Heritage Month Display

National Hispanic Heritage Month is observed from September 15 to October 15, and is defined by the U.S. Department of Education as “a time to recognize and celebrate the many contributions, diverse cultures, and extensive histories of the American Latino community.” This year’s theme is “Unidos: Inclusivity for a Stronger Nation.”

In recognition, Mary created a bulletin board display featuring stories by and about Latinx and Hispanic authors. These books included *iVamos! Let's Go to the Market* by Raúl the Third, *Barefoot Dreams of Petra Luna* by Alda P. Dobbs, *How the Garcia Girls Lost Their Accents* by Julia Alvarez, *Translation Nation* by Héctor Tobar, and more. We kept the display stocked with books during the month.



LIBRARY DISPLAYS (CONTINUED)

“Books Unite Us, Censorship Divides Us” Display

Banned Books Week is an annual event that brings together librarians, booksellers, publishers, teachers, and readers to celebrate the freedom to read. It encourages everyone to become aware of current and historical attempts to restrict or ban books. This year, Banned Books Week was observed from September 18 through 24.

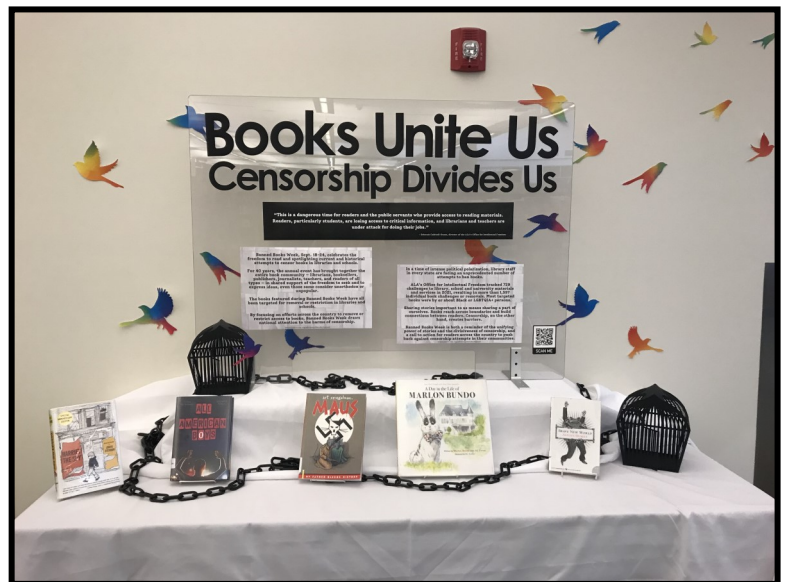
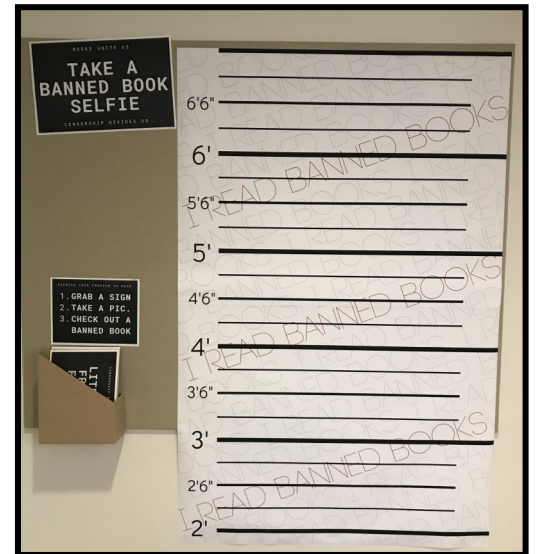
Mary created a “Books Unite Us, Censorship Divides Us” tabletop display featuring a variety of books that have been challenged, restricted, and/or banned in school districts and libraries around the United States in recent years.

Books in our display included *All American Boys* by Jason Reynolds, *Brave New World* by Aldous Huxley, *A Day in the Life of Marlon Bundo* by Jill Twiss, *Harriet the Spy* by Louise Fitzhugh, *Maus I: A Survivor’s Tale* by Art Spiegelman, and more. We kept the display stocked with books throughout the month of September, and patrons were invited to take “I Read Banned Books” selfies with the display books and to check them out.

For more information about Banned Books Week, please visit one of the following websites.

<https://bannedbooksweek.org/>

[ALA Banned Books Week Press Kit](#)



Labor Day History Display

Mary also created a bulletin board display featuring books about the history of Labor Day, including *Kids on the March: 15 Stories of Speaking Out, Protesting, and Fighting for Justice* by Michael G. Long; *Dirty Work: Essential Jobs and the Hidden Toll of Inequality in America* by Eyal Press; *Selling Women Short: The Landmark Battle for Workers’ Rights at Wal-Mart* by Liza Featherstone; *Strike! The Farm Workers’ Fight for Their Rights* by Larry Dane Brimner; and more.



LIBRARY DISPLAYS (CONTINUED)

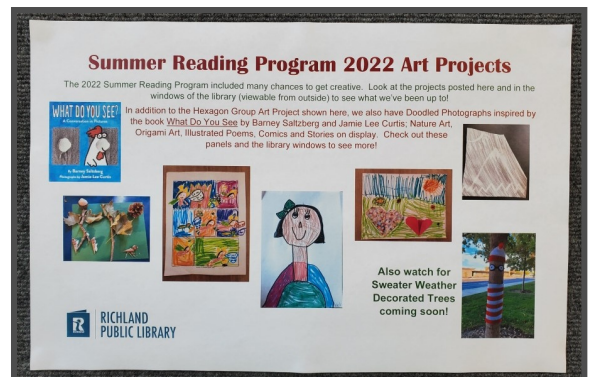
“Magical Unicorns” Display

Mary and Library Assistant Linda worked together to create a colorful “Magical Unicorns” bulletin board display for the children’s area. Linda planned the display, selected books, and created unicorn-themed coloring sheets, and Mary created the background for the display.

Featured books included *Uni the Unicorn* by Amy Krouse Rosenthal, *Behold the Unicorns!* by Gail Gibbons, *Kevin the Unicorn: It’s Not All Rainbows* by Jessika Von Innerebner, *Unicorn (and Horse)* by David Miles, *The Magic of Unicorns: Field Guide to Fabulous Creatures* by Gina L. Grandi, *The Unicorn Treasury* by Bruce Colville, and more.

Summer Reading Program Artwork Exhibit

During the month of September, we displayed Summer Reading Program artwork from patrons on the gray display boards in the library’s lobby. The display included colorful hexagon drawings assembled into a collaborative art project, nature art, illustrated poems, origami art, comics, and stories created by patrons. We also included doodled photographs from patrons inspired by the book *What Do You See?* by Barney Saltzberg and Jamie Lee Curtis.



LIBRARY DISPLAYS (CONTINUED)

“Disability Pride” Display

Mary created a “Disability Pride” display behind the Reference Desk. It included a selection of books, a fact sheet about how to talk about disabilities, and a mini flag craft.

“Sorting Out Race” Lobby Exhibit

From September through November, the library will be hosting a traveling “Sorting Out Race” exhibit by Leia Lawrence and the Kauffman Museum of Bethel College in Kansas. The exhibit says, “Every day thrift stores receive donations of items with racial imagery—antique advertising cards, collectible salt-and-pepper shakers, vintage children’s books, and mugs with sports team mascots.” It notes that the display “arose out of a desire to divert artifacts with racial content from thrift stores to an exhibit that would generate a healthy community conversation about racial stereotypes past and present in order to heighten awareness of our continuing struggles with race.” This traveling display was previously hosted by the Tamástslikt Cultural Institute on the Umatilla Indian Reservation near Pendleton, Oregon, and other sites around the country. More information about the traveling exhibit is available at the following website.

kauffmanmuseum.org/exhibitions/travelingexhibits/sortingoutrace/



SOCIAL MEDIA HIGHLIGHTS

Highlighting Library Materials, Services, and Programs

We continued to highlight library materials, services, and programs on Facebook and Twitter this month while promoting information literacy. Posts included information about “long listens” audiobooks available from Hoopla, independent films from IFC Films available from Kanopy, information about library programs, and more.

In honor of National Hispanic Heritage Month, from September 15 to October 15, we shared [a link](#) to a Kanopy collection of narrative and documentary films honoring the Hispanic community.

For Banned Books Week, which ran from September 18 to 24, we posted facts about book censorship in schools and libraries. One post included [a link](#) to a report from PEN America documenting the alarming surge in book censorship in schools so far in 2022.

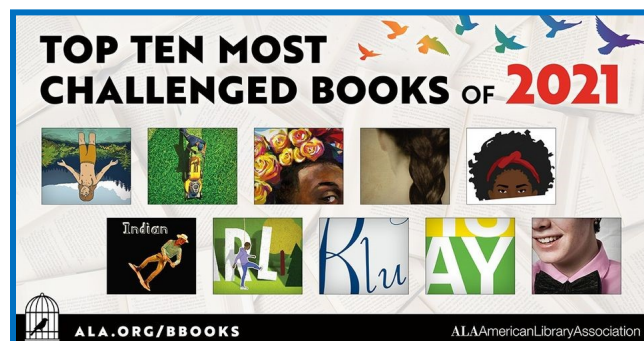
Another post noted that in 2021, the American Library Association tracked 729 attempts to censor library resources, targeting 1,597 books. That represents the highest number of attempted book bans in a single year since they started keeping track 20 years ago.

Our Social Media Links

The library’s Facebook page and Twitter feed may be viewed at the following links.

<https://www.facebook.com/RPLibrary/>

<https://twitter.com/RichlandLib>



NEW FOR OCTOBER!

Beanstack Challenge: Hallow-Read 2022

We will be having a spooky, fun “Hallow-Read 2022” challenge on Beanstack in October. Patrons of all ages will be encouraged to complete three activity badges and log at least five hours of reading to finish the challenge, and we will have treat bags for finishers to pick up starting Monday, October 24.

Rivers of Ink Writers Conference

The Arts Foundation of the Mid-Columbia will be holding their Rivers of Ink Writers Conference at the library on Friday and Saturday, October 7 and 8. Their website states, “Rivers of Ink 2022 offers a small variety of in-depth sessions in craft and author platform, perfect for intermediate and advanced writers. Led by published authors. This intimate, engaging conference encourages connection-building amongst attendees.”

Participants are asked to preregister on the Rivers of Ink [website](#).

Community Outreach: RiverFest at Columbia Park

Community Engagement Supervisor Michelle, STEAMspace Coordinator Johanna, and other library staff will have a Richland Public Library outreach table and lead a craft activity at *RiverFest: Our Rivers, Our Life* from 10 a.m. to 3 p.m. on Saturday, October 8. This free, family-oriented community event to celebrate our local rivers will be held at Columbia Park.

People of all ages can learn why hydropower is important, visit educational exhibits, participate in hands-on learning experiences, enjoy music and entertainment, and see local retail and food vendors. They can learn about fish hatcheries, the salmon cycle, the history of local rivers, and the importance of those rivers for energy production, agriculture, recreation, transportation, and commerce.

For more information, please visit the RiverFest [website](#).

Marvel Monday: Guardians of the Galaxy Vol. 2

We will be showing Guardians of the Galaxy Vol. 2 (2017) in the Doris Roberts Gallery from 6:30 to 8:30 p.m. on Monday, October 10. Snacks and beverages will be provided by the Friends of the Richland Public Library, and movie licensing is courtesy of Windermere Group One.

High School Book to Movie Club: Princess of Mars and John Carter

Our High School Book to Movie Club for high schoolers ages 13-18 will be reading *Princess of Mars* by Edgar Rice Burroughs for October. The group will then watch *John Carter* (2012), the movie adaptation, from 6 to 8:30 p.m. on Thursday, October 13.

Read the Rainbow LGBTQIA+ and Allies Book Club

The Read the Rainbow LGBTQIA+ and Allies Book Club meets monthly and rotates around library branches in the Tri-Cities. The club is hosted by the Richland Public Library and Mid-Columbia Libraries.

In October, the club will meet at the West Pasco branch of Mid-Columbia Libraries from 6:30 to 7:30 p.m. on Tuesday, October 15.

NEW FOR OCTOBER! (CONTINUED)

Community Lecture Series Presentation: Badger Mountain Preserve

Sharon Grant, the co-founder of Friends of Badger Mountain, will be giving a presentation in the Doris Roberts Gallery at 7 p.m. on Thursday, October 20. The topic of this Community Lecture Series presentation will be “Passion and Persistence: How Badger Mountain Preserve Was Created.” The presentation will be hosted by Jim and Doris Kelly.

Our Facebook invitation says, “Join co-founder Sharon Grant in this engaging presentation about how a group of volunteers was able to create the 10-mile Badger Mountain Trail. Friends of Badger Mountain, founded in January 2003, has preserved 1,000 acres of local ridge land and created over 10 miles of trails. How did a group of volunteers do this.”

Viewer Discretion Is Advised Cinema: Frightful Double Feature

Our Viewer Discretion Is Advised Cinema club for ages 18+ will be watching a “Frightful Double Feature” from 5:30 to 9:30 p.m. on Friday, October 21. We will be showing the cult horror classic *The Crow* (1994) starring Brandon Lee, followed by the demon-crushing thrill ride *Constantine* (2005) starring Keanu Reeves.

Middle School and High School Spooky Crafts

We will be having a Middle School Spooky Crafts program for middle schoolers age 11-13 from 6 to 7:30 p.m. on Tuesday, October 25, and a High School Spooky Crafts program for high schoolers age 14-18 from 6 to 7:30 p.m. on Thursday, October 27. Our calendar invitations say, “Join us for a spooktacular time as we make Halloween crafts and creations! Create frightening orbs, perform bug taxidermy, concoct soap potions and more . . . if you dare!”

Not Very Scary Stories!

We will be having a “Not Very Scary Stories” session from 6 to 6:40 p.m. on Thursday, October 27. Our calendar says, “Join us for a few (Not Very) Scary Stories and maybe a few rhymes for young listeners. Feel free to come in costume if you like. Enjoy the thrill of a (very) slight chill!”

Friends of the Richland Library Book Sale

The Friends of the Richland Library will be holding their annual fall book sale during the last weekend in October. A members only preview will be held from 5 to 7 p.m. on Thursday, followed by the regular book sale from 10 a.m. to 5:30 p.m. on Friday and a “Bag Day” sale from 10 a.m. to 4 p.m. on Saturday. Proceeds help to fund our wonderful library programs.

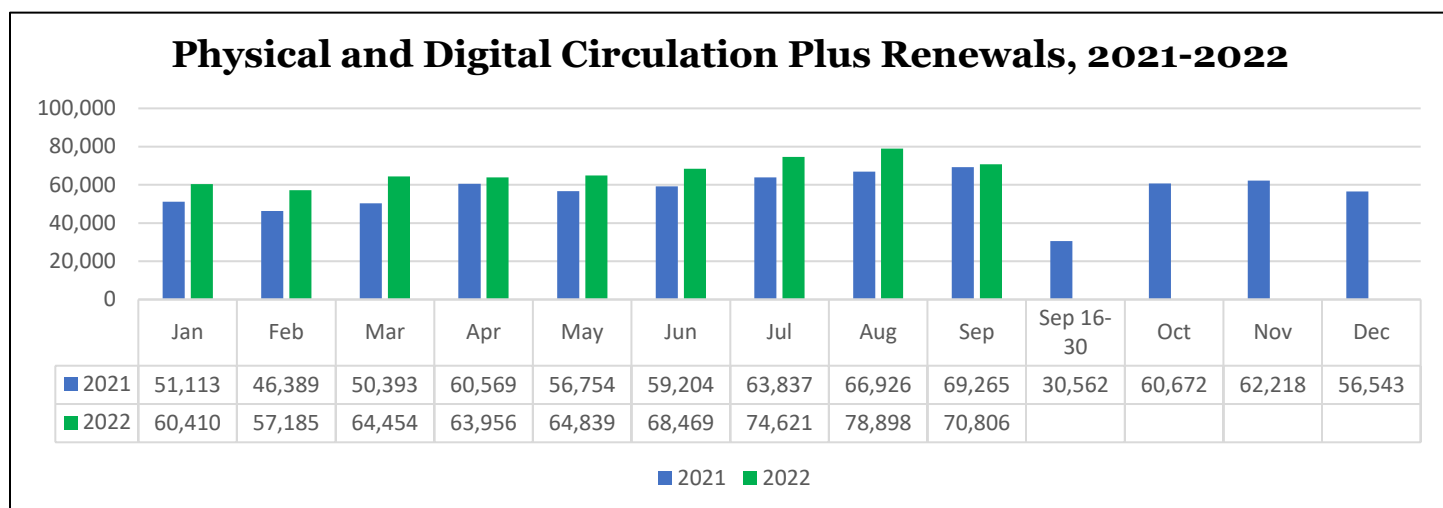
Recurring Programs at the Richland Public Library

Here are some of the recurring library-led programs that we will be holding or hosting in October. Please check our calendar to confirm times and dates.

- Story times at 6 p.m. on Tuesday evenings, active toddler story times at 10 a.m. on Wednesday mornings, and preschool story times at 10 a.m. on Friday mornings
- Therapy dog reading sessions
- STEAMkids from 10 a.m. to noon on Saturday, October 15
- Singing Strings Ukulele Club at 6:30 p.m. on two Tuesdays, October 4 and 18
- Quilting in the Library at 10 a.m. on Thursday, September 13
- Preschool STEAMplay at 10 a.m. on two Thursdays, October 6 and 20
- LGBTQIA+ Craft Social at 6:30 p.m. on Monday, October 17

STATISTICS

TOTAL CIRCULATION



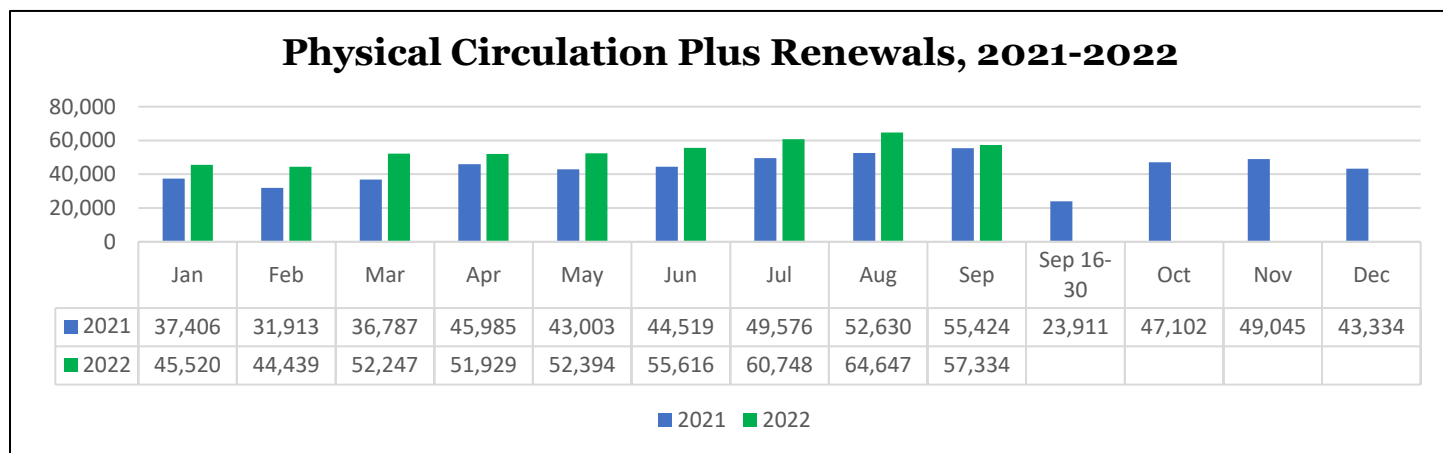
During September, our total physical plus digital circulation was 51,493 items, not including renewals. Of those, 38,021 (73.8%) were physical items and 13,472 (26.2%) were digital items obtained through Hoopla, Kanopy, Mango, and OverDrive. Kanopy plays and Mango sessions were counted in this, but physical item renewals were not.

This physical plus digital circulation, not including renewals, was down 12.3% compared to the 58,728 items checked out in August 2022. Digital circulation was also down a modest 5.5% compared to the 14,251 items checked out in August. We filled 3,781 requests for holds, and had 31 scheduled curbside deliveries for 15 patrons.

Our patrons also renewed 19,313 physical items in September. Including these physical item renewals, our overall circulation was 70,806. That overall circulation was down 10.3% compared to the 78,898 items circulated in August 2022, but was up 2.2% compared to the 69,265 items circulated in September 2021.

Please note that the January through September 2021 statistics in this graph are mid-month to mid-month statistics (December 16 through January 15, for example). We switched to full months in October.

PHYSICAL CIRCULATION

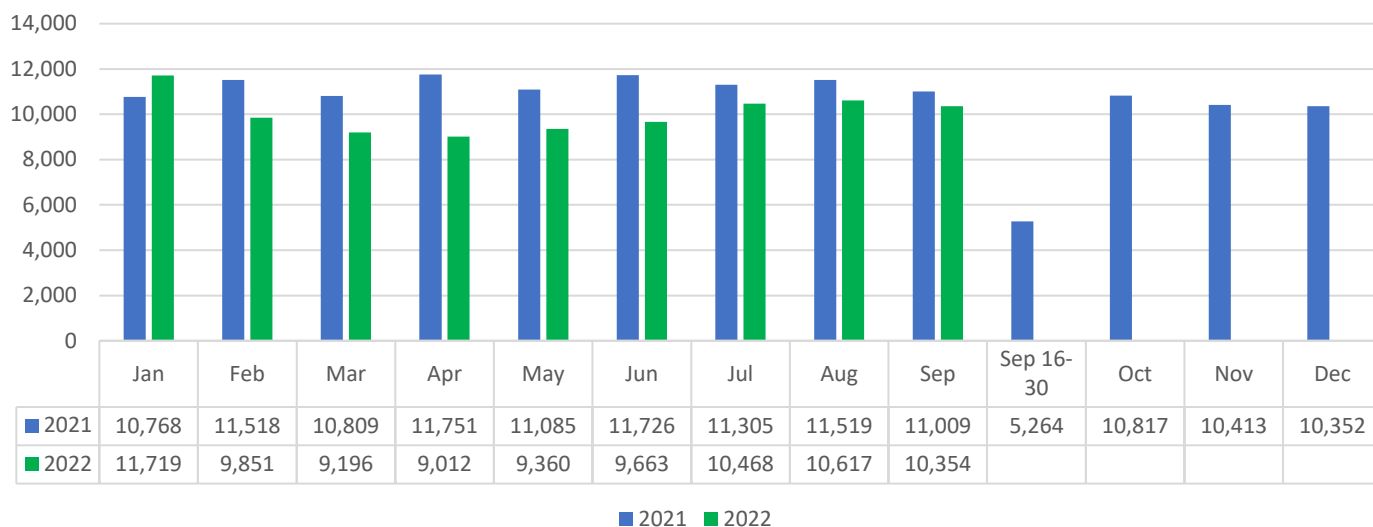


Our patrons checked out 38,021 physical items in September and renewed 19,313 physical items, for a total of 57,334 items. That was down 11.3% compared to the 64,647 physical items checked out and renewed in August 2022, but was up 3.5% compared to the 55,424 items checked out and renewed in September 2021. The top ten categories that circulated this month were Children's Storybooks (4,471 items), Children's Chapter Book Fiction (4,354 items), Adult Nonfiction (3,641 items), Children's Nonfiction (2,878 items), Adult Movies (2,669 items), Adult Fiction 2nd Floor (2,329 items), Children's Graphic Novels (2,191 items), Children's Favorites on the Story Circle (1,908 items), Adult New Books (1,545 items), and Children's Movies (1,439 items). The January through September 2021 statistics in this graph are mid-month to mid-month.

DIGITAL CIRCULATION

OverDrive

OverDrive Circulation, 2021-2022

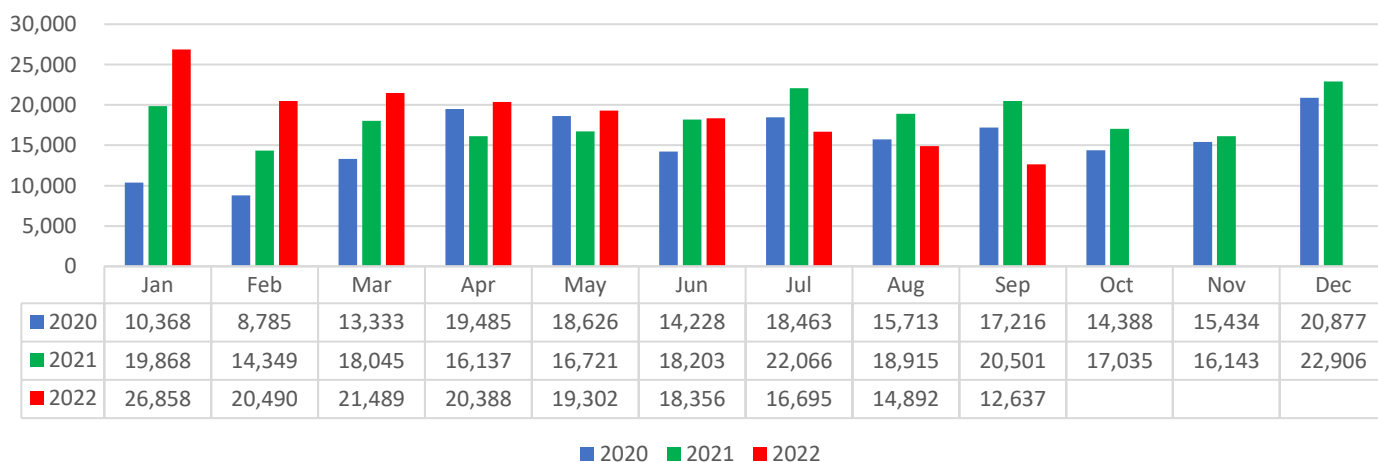


The 10,354 checkouts through OverDrive in September were down 2.5% compared to the 10,617 checkouts in August 2022, and were also down 5.9% compared to the 11,009 checkouts in September 2021.

This month's checkouts included 5,350 e-books (which were 51.7% of the OverDrive items checked out), 4,336 audiobooks (41.9%), and 668 e-magazines (6.4%). The January through September 2021 statistics in this graph are mid-month to mid-month.

Kanopy

Kanopy Usage in Minutes, 2020-2022

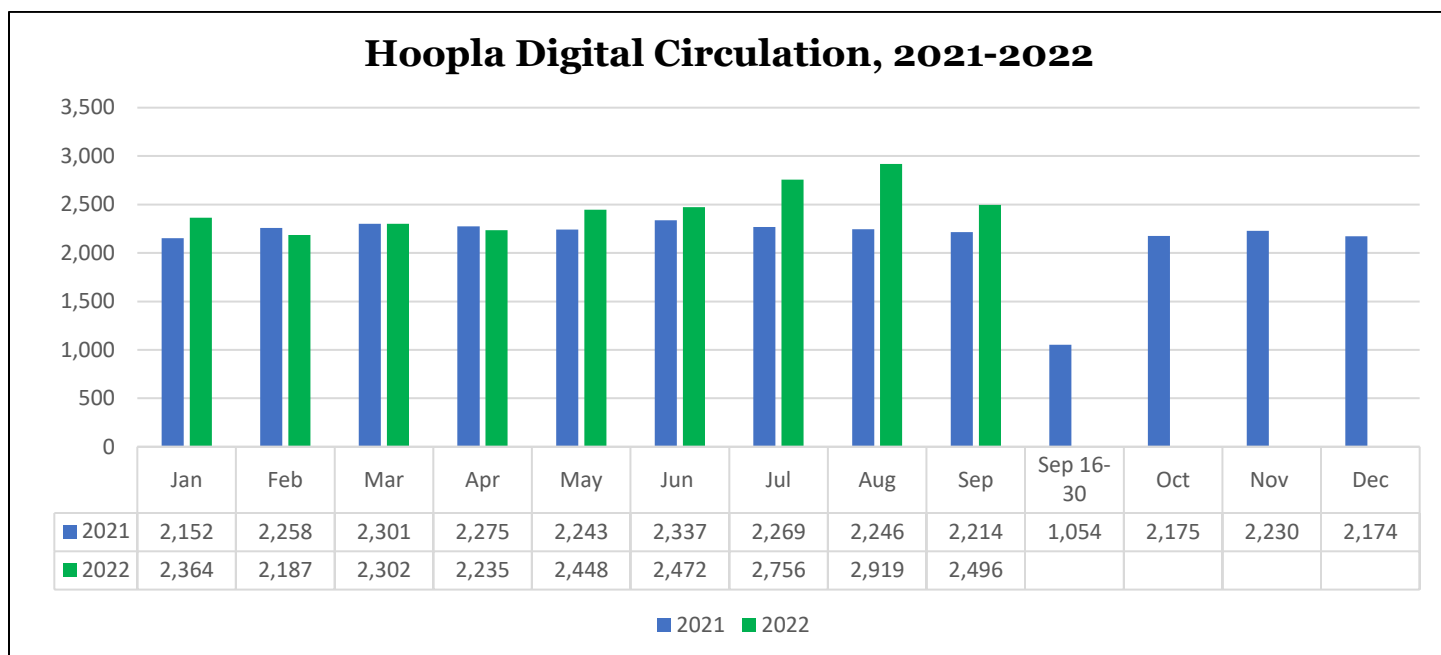


Our patrons viewed 12,637 minutes of Kanopy content during the month of September. That was down 15.1% compared to the 14,892 minutes viewed in August 2022, and was also down 38.4% compared to the 20,501 minutes viewed in September 2021. Cardholders in the United States and Spain viewed content on Kanopy this month, while additional cardholders in Canada and the Dominican Republic logged in but didn't view any content.

The top ten suppliers of content viewed on Kanopy this month were Australian Children's Television Foundation, The Great Courses, IFC Films, Angel Studios, Oscilloscope Laboratories, Arbelos Films, Paramount Pictures, GKIDS Films, A&E, and Warner Bros. Content was viewed on televisions (49.9%), mobile devices (25.6%), desktops (13.4%), tablets (10.9%), and "media" (0.4%).

DIGITAL CIRCULATION (CONTINUED)

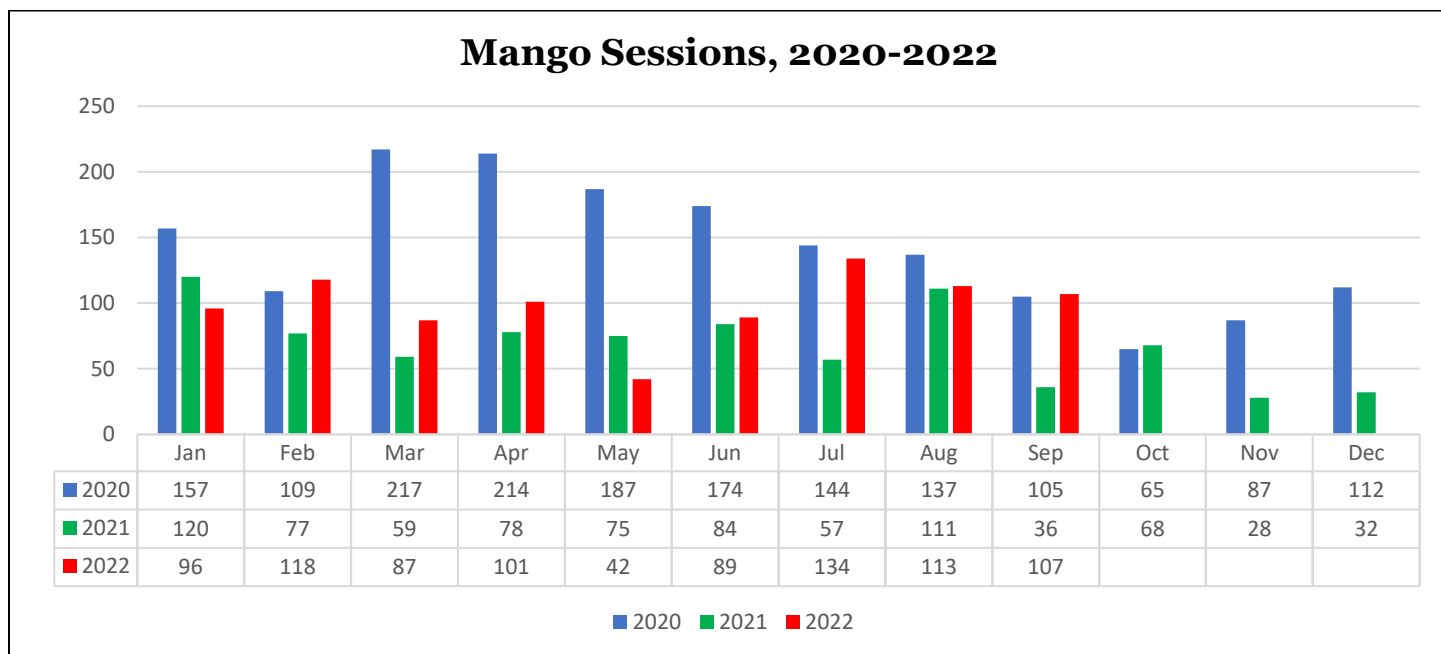
Hoopla



The 2,496 circulations in Hoopla during September were down 14.5% compared to the 2,919 circulations in August 2022, but were up 12.7% compared to the 2,214 circulations in September 2021. Hoopla continues to be popular with our patrons for their educational and entertainment needs.

Patrons checked out 1,375 audiobooks (which were 55.1% of the Hoopla items checked out), 700 e-books and e-comics (28.0%), 296 movies and television shows (11.9%), 112 music items (4.5%), and 12 BingePasses (0.5%) this month. The January through September 2021 statistics in this graph are mid-month to mid-month.

Mango

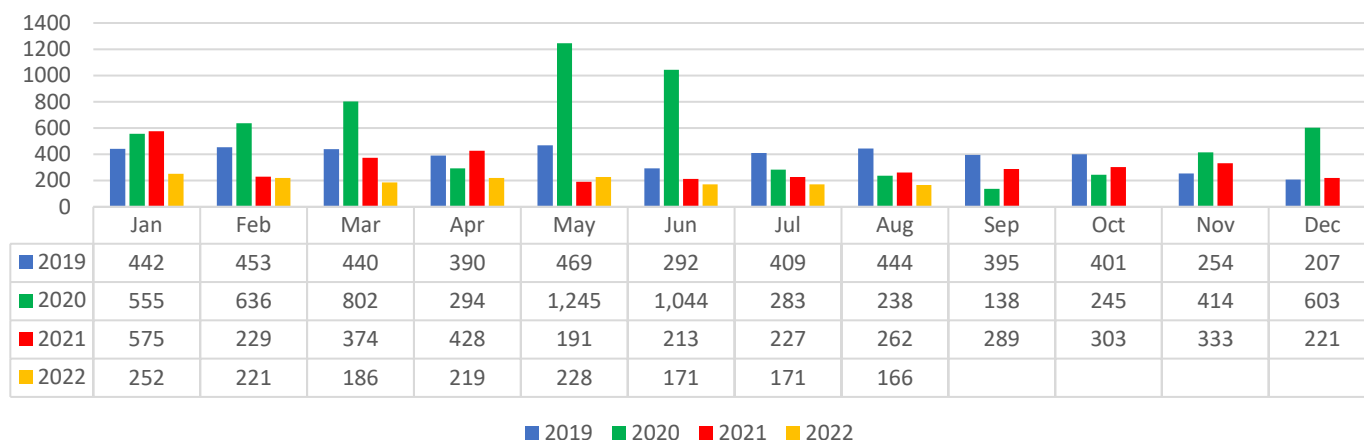


Patrons had 107 total sessions in Mango for the month of September. That usage was down a small 5.3% compared to the 113 sessions in August 2022, but was up 197.2% compared to the 36 sessions in September 2021. The top ten languages studied this month were French; Japanese; Spanish, Latin American; Ukrainian; German; Korean; Dutch; Norwegian; Finnish; and Cherokee.

OTHER DIGITAL SERVICES

Morningstar

Morningstar Searches, 2019-2022



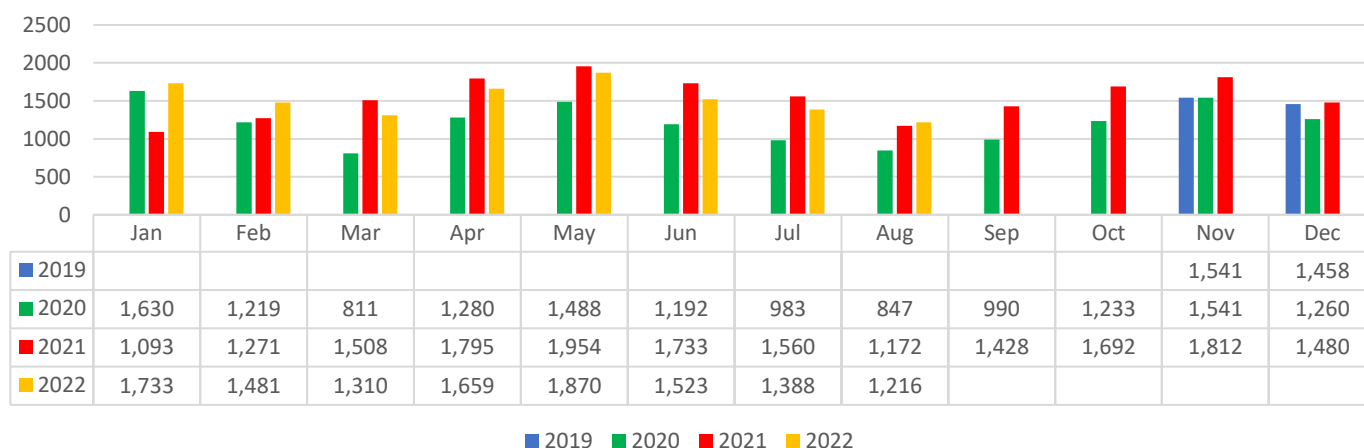
In the previous monthly report, Morningstar had a reported usage of 2 searches in July 2022. The company has updated those stats to reflect a usage of 171 searches for July 2022. This is the same number of searches that occurred in June 2022, but was down 24.7% compared to the 227 searches in July 2021. We are not sure why Morningstar had previously reported so few searches. They did not give any indication that they were having issues in their reporting of usage stats.

There were 166 searches in August. That was down a modest 2.9% compared to the 171 searches in July 2022, and was also down 36.6% compared to the 262 searches that occurred in August 2021. Morningstar continues to pair nicely with Value Line, giving our patrons a nice combination of resources to use when researching their financial questions.

Usage statistics are not yet available from Morningstar for September, so we will include them in next month's board report.

Value Line

Value Line Page Views, 2019-2022



The 1,216 Value Line page views in August were down 12.4% compared to the 1,388 page views in July 2022, but they were up 3.8% compared to the 1,172 page views that occurred in August 2021. Value Line is still a valuable research platform for our patrons. Its pairing with Morningstar gives our patrons a nice depth of financial information for any investment questions that they have.

Usage statistics are not yet available from Value Line for September, so we will include them in next month's board report.

OTHER DIGITAL SERVICES (CONTINUED)

NewsBank

The 1,507 NewsBank page views in September were up 13.7% compared to the 1,326 page views in August 2022, and were also up 71.6% compared to the 878 page views that occurred in September 2021. NewsBank seems to be one of the more consistently used offerings in our database collection.

Patrons have been averaging 1,226 page views per month in 2022, which is up 266% compared to the 335 pages viewed on average per month in 2021 and is up 5,738% compared to the 21 pages viewed on average per month in 2020.

OTHER STATISTICS

Gate Counts

Our total gate count for September was 14,335. Our busiest day was Thursday, September 15, with 968 patrons logged. That was the day of the Community Lecture by NASA astronaut Kayla Barron.

Interlibrary Loans

In September, we received a total of 10 interlibrary loan requests from other libraries. We sent 6 items to libraries during the month in response to their interlibrary loan requests.

We also sent 14 interlibrary loan requests to other libraries in September for 9 books, 3 articles, and 2 audiovisual (A/V) items requested by our patrons. We received 16 books and 2 A/V items from other libraries in response to requests. We had 8 unique patrons request items this month, including a patron who requested 4 items.

New Library Card Accounts

We created 298 new library card accounts in September. They included 237 resident cards, 46 nonresident cards, 13 limited access cards, and 2 interlibrary loan accounts.

Public Internet Sessions

Patrons enjoyed 1,017 public internet sessions during the month of September, for a total of 744 hours and 33 minutes. The average session was 44 minutes long.

Richland Public Library
September 1 at 3:56 PM · 🌐

It's another long holiday weekend. Don't get caught at home with nothing to read! Here are our upcoming holiday hours:

Friday: 10 am - 6 pm
Saturday: 10 am - 5 pm
Sunday: noon - 5 pm
Monday: CLOSED
Tuesday: 10 am - 9 pm

Holiday Hours

Friday: 10 am - 6 pm
Saturday: 10 am - 5 pm
Sunday: noon - 5 pm
Monday: CLOSED
Tuesday: 10 am - 9 pm

Happy Labor Day!

Richland Public Library
4d · 🌐

RPL offers more than just books and movies for you and your family to check out! Browse our #ExperienceLibrary to see what else we have!
<https://www.myrichlandlibrary.org/usin.../experience-library>

Please return all Experience checkouts to a service desk; do NOT return these through our book drops as this can damage both the item AND the equipment inside the book drop.

EXPERIENCE LIBRARY

We have more than just books! Browse our Experience Library to see what else you can check out from the library!

Richland Public Library

Richland Public Library
Yesterday at 11:55 AM · 🌐

September is Library Card Sign-Up Month! Whether you prefer physical books or digital books, watching DVDs or streaming movies, we've got a little something for everyone at the library!

If you don't have your card yet, fill out this quick form and then bring your photo ID and proof of Richland residency to the library to complete the registration process: <https://bit.ly/3KVxPhJ>

SEPTEMBER IS Library Card Sign-Up Month

Let your imagination sing at the library

CARA MENTZEL & IDINA MENZEL
Library Card Sign-Up Month Honorary Chairs



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/11/2022

Agenda Category: Approval of Bills

Prepared By: Christopher Nulph, Library Manager

Subject:

October 2022 Claims for Payment

Department:

Parks & Public Facilities

Recommended Motion:

Move to approve the September 1, 2022 through September 30, 2022 claims for payment.

Summary:

This is a review and approval of the September 1, 2022 through September 30, 2022 claims for payment.

Attachments:

1. 2022.10.11 Claims for Payment
2. September 2022 Payroll
3. September 2022 Voucher Listing



RICHLAND PUBLIC LIBRARY

CERTIFICATION OF CLAIMS FOR PAYMENT

OCTOBER 2022

We the undersigned, Richland Public Library Board, City of Richland, Benton County, do hereby certify that the merchandise or services as previously specified have been received and that the accumulated costs are approved for payment in the amount of \$ \$204,043.87 this 11th day of October, 2022.

Claims for payment certified by the Library Manager and consolidated are as follow:

Voucher Listings	Amount
September 01, 2022 thru September 30, 2022	\$50,525.21

Transfer Advice (Salaries)	
Salaries for the weeks of: August 15, 2022 thru September 25, 2022	\$153,518.66

MONTHLY EXPENSES	\$204,043.87
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Comments: City of Richland Voucher Listing
City of Richland Library Expenditure

LIBRARY BOARD MEMBERS SIGNATURES (3 Signatures Required for Signoff)

PRINT NAME	SIGNATURE
1.	1.
2.	2.
3.	3.

CITY OF RICHLAND

LIBRARY EXPENDITURE

September 2022

Month/Year

PAY PERIODS From August 15, 2022 through September 25, 2022

GROSS SALARIES \$ 153,518.66

		Gross Wages	Total
WEEK OF:	<u>09/01/22</u>	<u>46,246.92</u>	<u>46,246.92</u>
WEEK OF:	<u>09/15/22</u>	<u>63,898.98</u>	<u>63,898.98</u>
WEEK OF:	<u>09/29/22</u>	<u>43,372.76</u>	<u>43,372.76</u>
	TOTAL	<u>153,518.66</u>	<u>153,518.66</u>

Library Voucher Listing

Begin Date: 9/1/2022

End Date: 9/30/2022

NON-FACILITIES EXPENDITURES

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
001	GENERAL FUND							
	303	LIBRARY						
	K8188700/3583	OCLC INC		1000243701	9/2/2022	304243	CATALOGING METADATA ILL SUBSCRIPTION	\$1,208.47
	K8188700/3583	JANDI ENTERPRISES IN		1900	9/30/2022	305156	LIBRARY ELF EMAIL REMINDER SUBSCRIPTION	\$840.00
SOFTWARE-LICENSING & UPGRADES TOTAL:								\$2,048.47
SOFTWARE-LICENSING & UPGRADES - YTD INFORMATION								
BUDGET: \$65,530.00			YTD ACTUAL: \$73,106.70			YTD % USED: 111.56%		
INFORMATION TECHNOLOGY TOTAL:								\$2,048.47
	K8721000/3102	BIBLIOTHECA ITG LLC		INV-US57058	9/7/2022	304282	RFID TAG/FREIGHT	\$1,833.33
	K8721000/3102	VENMILL INDUSTRIES		16422	9/28/2022	305124	REPAIR TO DVD DISC POLISHER	\$440.24
OPERATING SUPPLIES & MATERIALS TOTAL:								\$2,273.57
OPERATING SUPPLIES & MATERIALS - YTD INFORMATION								
BUDGET: \$32,380.00			YTD ACTUAL: \$17,482.83			YTD % USED: 53.99%		
	K8721000/4201	FRONTIER		07/22 5099433152	9/14/2022	304529	TELEPHONE CHARGES 06/04/2022-07/03/2022	\$1,002.30
	K8721000/4201	FRONTIER		08/22 5099433152	9/16/2022	304688	TELEPHONE CHARGES 07/04/2022-08/03/2022	\$946.50
	K8721000/4201	FRONTIER		09/22 5099433152	9/14/2022	304529	TELEPHONE CHARGES 09/04/2022-10/03/2022	\$946.50
	K8721000/4201	FRONTIER		08/22 2061882614	9/9/2022	304439	TELEPHONE CHARGES FOR 08/19/22-09/19/22	\$140.14
	K8721000/4201	FRONTIER		9/22 2061882614	9/30/2022	305153	TELEPHONE CHARGES 09/19/2022-10/18/2022	\$157.48

Library Voucher Listing

Begin Date: 9/1/2022

End Date: 9/30/2022

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
	K8721000/4201	VERIZON WIRELESS		9916196337	9/30/2022	305179	Verizon September 2022 NASPO Wireless	\$31.36
TELEPHONE & COMM SVCS TOTAL:								\$3,224.28
TELEPHONE & COMM SVCS - YTD INFORMATION								
BUDGET: \$11,424.00			YTD ACTUAL: \$14,814.64		YTD % USED: 129.68%			
	K8721000/4504	XEROX CORP		017049528	9/21/2022	304813	3UA295258 AUGUST 2022 BASE CHARGE	\$389.20
	K8721000/4504	XEROX CORP		017049527	9/21/2022	304813	3UA295169 AUGUST 2022 BASE CHARGE	\$91.99
	K8721000/4504	XEROX CORP		017049529	9/21/2022	304813	3UA296344 AUGUST 2022 BASE CHARGE	\$155.72
	K8721000/4504	XEROX CORP		017049517	9/28/2022	305130	7HB-469027 SEPTEMBER 2022	\$10.87
	K8721000/4504	XEROX CORP		017147196	9/28/2022	305130	3UA295134 AUGUST 2022	\$474.64
COPIER/FAX LEASE RENTAL MAINT TOTAL:								\$1,122.42
COPIER/FAX LEASE RENTAL MAINT - YTD INFORMATION								
BUDGET: \$11,060.00			YTD ACTUAL: \$8,040.30		YTD % USED: 72.70%			
	K8721000/4902	MOON SECURITY SERVIC		1154339	9/28/2022	305097	BASIC FIRE ALARMNET COMMERICAL MONITORING 10/22	\$123.87
DUES & SUBSCRIPTIONS TOTAL:								\$123.87
DUES & SUBSCRIPTIONS - YTD INFORMATION								
BUDGET: \$1,855.00			YTD ACTUAL: \$1,704.57		YTD % USED: 91.89%			

Library Voucher Listing

Begin Date: 9/1/2022

End Date: 9/30/2022

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
	K8721000/5301	WA STATE DEPARTMENT		DOR 08/2022	9/27/2022	9232	COMBINED EXCISE TAX - AUGUST 2022	\$25.02
STATE TAXES TOTAL:								\$25.02
STATE TAXES - YTD INFORMATION								
BUDGET: \$1,020.00			YTD ACTUAL: \$191.73			YTD % USED: 18.80%		
	K8721000/4207	BANK OF AMERICA		083122	9/2/2022	9212	Library Merchant Service Fees	\$111.30
MERCHANT SVC FEES TOTAL:								\$111.30
MERCHANT SVC FEES - YTD INFORMATION								
BUDGET: \$450.00			YTD ACTUAL: \$857.27			YTD % USED: 190.50%		
	K8721000/4117	STRATEGIC GOVERNMENT		2022-105350	9/28/2022	305114	SGR LEADERSHIP TRAINING 9.07.22	\$122.69
EXPERT SERVICES TOTAL:								\$122.69
EXPERT SERVICES - YTD INFORMATION								
BUDGET: \$1,550.00			YTD ACTUAL: \$796.13			YTD % USED: 51.36%		
LIBRARY ADMINISTRATION TOTAL:								\$7,003.15
	K8722100/3401	WT COX SUBSCRIPTIONS		3114112	9/7/2022	304368	MAGAZINE SUBSCRIPTIONS	\$5,663.85
	K8722100/3401	MIDWEST TAPE		502614196	9/16/2022	304702	HOOPLA AUGUST 2022	\$5,538.67
LIBRARY RESOURCES TOTAL:								\$11,202.52
LIBRARY RESOURCES - YTD INFORMATION								
BUDGET: \$367,277.00			YTD ACTUAL: \$281,788.21			YTD % USED: 76.72%		
	K8722100/4117	BERRY DUNN MCNEIL &	22200433	411868	9/7/2022	304280	Library Master Plan (Contract #373-21)	\$5,700.00

Library Voucher Listing

Begin Date: 9/1/2022

End Date: 9/30/2022

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
	K8722100/4117	BERRY DUNN MCNEIL &	22200433	413877	9/7/2022	304280	Library Master Plan (Contract #373-21)	\$22,700.00
	K8722100/4117	BERRY DUNN MCNEIL &	22200433	415109	9/7/2022	304280	Library Master Plan (Contract #373-21)	\$6,000.00
	K8722100/4117	BERRY DUNN MCNEIL &	22200433	416435	9/7/2022	304280	Library Master Plan (Contract #373-21)	\$4,800.00
	K8722100/4117	STRATEGIC GOVERNMENT		2022-105350	9/28/2022	305114	SGR LEADERSHIP TRAINING 9.07.22	\$122.69
EXPERT SERVICES TOTAL:								\$39,322.69
EXPERT SERVICES - YTD INFORMATION								
BUDGET: \$41,550.00			YTD ACTUAL: \$40,166.13			YTD % USED: 96.67%		
LIBRARY PUBLIC SERVICE TOTAL:								\$50,525.21
LIBRARY NON-FACILITIES TOTAL:								\$59,576.83

Library Voucher Listing

Begin Date: 9/1/2022

End Date: 9/30/2022

FACILITIES EXPENDITURES

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
001		GENERAL FUND						
	303	LIBRARY						
	K8725000/4700	CITY OF RICHLAND		08/2022 AUG	9/14/2022	304509	City Utility Bills/AUG 2022	\$6,250.85
							UTILITIES TOTAL:	\$6,250.85
UTILITIES - YTD INFORMATION								
BUDGET: \$53,736.00			YTD ACTUAL: \$34,000.06			YTD % USED: 63.27%		
							LIBRARY FACILITIES TOTAL:	\$6,250.85



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 10/11/2022

Agenda Category: New Business

Prepared By: Christopher Nulph, Library Manager

Subject:

Updated Working Agreement Between City of Richland and the Library Board

Department:

Parks & Public Facilities

Recommended Motion:

Discussion only.

Summary:

The last working agreement established between the City of Richland and the Library Board occurred in 1960, which has been attached. This is in need of an update and we are seeking input for what Board members feel is important to have in an updated agreement.

Attachments:

- I. COR-Board Agreement

“[i]t is the consensus of the Library Board that the public would be best served if the Library functions as a City department to the greatest practicable degree. To this end, the following working relationships are considered normal:

1. Policies governing the services to be rendered to the public, and the basic mode of operation shall be established by the Library Board. The recommendations of the Librarian, and the advice of the City Attorney and the City Manager, will be solicited during the formulation of such policies.
2. The City Librarian shall be chosen by the Library Board and the City Manager, acting jointly.
3. The Librarian shall be considered a member of the City Manager’s staff, and shall have the normally proscribed duties, responsibilities and relationships of a City Department Head in the administration of the library operations.
4. The Librarian shall select, from available candidates, the individuals to fill vacancies in the library staff. The hiring policies, practices and procedures of the city shall be followed.
5. The personnel practices adopted by the City for its employees shall apply to members of the Library staff.
6. Budgets for library operation shall be jointly recommended to the City Council by the Library Board and the City Manager. Expenditures will be by the Library Board only.”