



Agenda
Library Board Meeting
Tuesday, July 8, 2025
Richland Public Library
955 Northgate Drive

Regular Meeting - 5:30 p.m.

Call to Order/Attendance:

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 June 10, 2025 Library Board Meeting Minutes

Richland Public Library Updates:

2. Richland Public Library Staff Update
 - Kelly Reed, Children's Librarian
3. Library Manager's Monthly Report and Library Statistics Report from June 2025
 - Christopher Nulph, Library Manager

Approval of Bills: (Approved by Motion)

4. Claims for Payment from June 1, 2025 to June 30, 2025
 - Christopher Nulph, Library Manager

Unfinished Business:

5. Changes to the Library Operating Hours

New Business:

Agenda Items for Upcoming Board Meeting:

Adjournment

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. (Chapter 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: 7/8/2025

Agenda Category: Approval of Minutes

Prepared By: Kylie Christian, Administrative Assistant

Subject

Approval of the June 10, 2025 Library Board Meeting Minutes

Department

Parks & Public Facilities

Recommended Motion

Move to approve the 06-10-2025 meeting minutes.

Summary

The draft of the 06-10-2025 Library Board Meeting Minutes is included for consideration.

Attachments



MINUTES

Richland Public Library Board
Library Conference Room A – 955 Northgate Drive
June 10, 2025, 5:30 – 6:30 PM

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

Chair Buxton called the meeting to order at approximately 5:33 p.m.

Attendance

Chair Buxton, Vice-Chair Hernandez, Board Members Lightner and Pickel were present. Also present were Council Liaison Kent, Library Manager Nulph, Administrative Assistant Christian and Library Supervisor Haffner.

Board Member Isakson was absent.

Approval of Agenda

VICE-CHAIR HERNANDEZ MOVED AND BOARD MEMBER LIGHTNER SECONDED THE MOTION TO APPROVE THE AGENDA AS IS. THE MOTION CARRIED 4-0.

Approval of Minutes

- 1. CHAIR BUXTON ASKED FOR A MOTION TO APPROVE THE MINUTES OF THE MAY 13, 2025 MEETING. BOARD MEMBER LIGHTNER MOVED AND VICE-CHAIR HERNANDEZ SECONDED THE MOTION TO APPROVE THE MINUTES OF MAY 13, 2025 AS IS. THE MOTION CARRIED 4-0.**

Richland Public Library Updates

2. Richland Public Library Staff Update –
Library Supervisor Michelle Haffner shared outreach events her team participated in during April and May 2025. She spoke about the kickoff of Summer Reading and different events the library will be hosting throughout the summer. She spoke about organizations we will be partnering with for library programming as well as Dive into Summer, which is June 21, 2025, 6:00 p.m. to 8:00 p.m. at John Dam Plaza.
3. Library Manager's Monthly Report and Library Statistics Report from May 2025 –
The library intends to move forward with changing hours of operation for the library starting in September. The Richland Public Library Board will vote on this change at the July meeting.

Library Manager Nulph highlighted library programs and statistics from May 2025.

Approval of Bills

- 4. VICE-CHAIR HERNANDEZ MOVED AND BOARD MEMBER PICKEL SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR JUNE 2025 IN THE AMOUNT OF \$128,629.62. THE MOTION CARRIED 4- 0.**

New Business

- 5. Review of Great Rivers Board Meeting from May 15, 2025 – Library Manager Nulph, Chair Buxton, and Board Member Lightner attended the Great Rivers Board Meeting on May 15, 2025. The Great Rivers Board consists of two board members from each of the libraries involved in the reciprocal agreement and each library manager or director. The purpose of the meeting is to collaborate with regional libraries and highlighting library programming throughout the region. The next meeting will be held in September 2025.
- 6. 2026 Preliminary Library Budget Overview – Library Manager Nulph shared an overview of what the library is asking for the 2026 annual operating budget. The final budget is not due until mid-July.

Agenda Items for Upcoming Board Meeting

Adjournment

Chair Buxton adjourned the meeting at 6:31 P.M.

APPROVED:

ATTEST:

Karen Buxton, Library Board Chair

Kylie Christian, Administrative Assistant

DATE APPROVED:

DATE PUBLISHED:



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 7/8/2025

Agenda Category: Richland Public Library Updates

Prepared By: Kelly Reed

Subject

Richland Public Library Staff Update

Department

Parks & Public Facilities

Recommended Motion

Discussion only.

Summary

Children's Librarian Kelly Reed will update the Richland Public Library Board of Trustees on Summer Reading and other children's department updates.

Attachments



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 7/8/2025

Agenda Category: Richland Public Library Updates

Prepared By: Christopher Nulph, Library Manager

Subject

Library Manager's Monthly Report and Library Statistics Report from June 2025

Department

Parks & Public Facilities

Recommended Motion

Discussion only.

Summary

Library Manager Nulph's monthly report and library statistics from June 2025 are included for discussion.

Attachments



LIBRARY MANAGER'S REPORT
Richland Public Library Board
July 8, 2025

State of Library Services

The Library outdoor space continues to move along with some adjustments to the electrical and irrigation needed. Much of the work was paused in June as this was addressed. I will be receiving an update on 7/7 and will provide the latest at the Board meeting.

Our internet service has officially transitioned from K20 facilitation to City IT facilitation. This transition occurred at the beginning of the month without significant impact to patrons. This caused a brief issue with wireless printing which has since been resolved. We are awaiting the filter upgrade to allow for speeds beyond what we have had in recent years.

The Library's proposed budget as reviewed at the last Board meeting will move forward without significant adjustments. The one note is that Facilities will be putting in a CIP request to replace the library HVAC system. We have seen issues with this system steadily increase over the years and a discussion with the Parks & Public Facilities Director and the Facilities team determined it would be best to pursue this to avoid prolonged service disruption in the future.

We held our first all staff mini-meeting in June. With coordination from User Experience Supervisor, Michael, we are planning to hold shorter all staff meetings on a quarterly basis to include as much of our staff as possible. Often, part time and intermittent staff cannot attend our staff meetings that occur every two weeks. This will help resolve that. At the June meeting, we had a guest speaker talk about how to find joy in our efforts, both big and small. As we progress through our busy summer season, this can be a stressful time for library employees and staff found these tips helpful and appreciated.

The new library website is moving closer to completion. We have received a draft and have made initial edits to it. Staff will be attending additional training in July and we hope to move towards a late summer release for the entire City of Richland.

Program highlights from the month include:

- Dive Into Summer is our annual SRP kick off and continues to be a great community celebration. Music, community partners, games, and food were present at John Dam Plaza as Theo celebrated his first year since being introduced at last year's event. An estimated 600 patrons were in attendance.
- Kadlec held a big event centered around Parkinson's with guest speaker Jason Aldred. About 75 patrons were in attendance, demonstrating the need for and importance of the continued public programming hosted by Kadlec.

- Our first teen event of the summer, bleach tie-dye, filled to capacity and was a nice way to kick off the summer for our teen population.
- We had storytime at the fire station on 6/27. Just like the first time we did this, it is a huge hit with the community. Over 300 were in attendance for this event, which even beat Rock Painting's attendance!

Friends of the Library Update

The update to the Friends lease agreement has been approved. This grants them the ability to sell merchandise with the Library logo on it.

Library Foundation

There are no updates from the Foundation this month. They will meet in July with Lindsay scheduled to attend as the Board liaison.

Staffing Updates

Part time Library Assistant Linda Korpi has retired. This leaves us with two vacant part-time Library Assistant spots. This job posting has closed and we are moving forward with interviews later this month.

Library Statistics

We typically see a steady rise in physical statistics from May to June, which is the same trend this year. Our gate count rose by a little more than 2,000 patrons. Our physical circulation numbers also rose by about 1,500. We continue to see higher numbers overall in comparison to 2024. Digital circulation numbers remain steady with marginal increases on Hoopla and Libby numbers. Kanopy saw usage return to what we have been seeing most of the year, balancing out after a high usage May for the platform. We saw a big jump in card registrations with 308 in May and 485 in June. This includes increases in nearly all categories of cards.



RICHLAND PUBLIC LIBRARY



June 2025 Statistics Report for the July Board Meeting

SUMMARY

Our 2025 Summer Reading Program, “Color Our World,” officially started on Wednesday, June 11, and will run through Wednesday, August 20. We held or hosted the following programs in June:

- “Father’s Day Gifts and Cards” program on Sunday, June 1
- “Shaped by Fire: 30 Years in the Shrub Steppe” on Wednesday, June 4
- Team Battelle Math Tutoring on Saturday, June 7
- “Skills for Disagreeing Better” by Braver Angels on Saturday, June 7
- “Plutonium Processing in the U.S. and U.S.S.R.” on Monday, June 9
- “Build It: Pencil Caddy” on Tuesday, June 10
- Visit by author Anyla McDonald on Thursday, June 12
- “Story Time at Leslie Groves Park” on Friday, June 13
- “Game Time Friday” on June 13
- LGBTQIA+ Craft Social on Monday, June 16
- “For the Love of Art: Paper Houses” on Wednesday, June 18
- “Learn Finger Knitting” on Thursday, June 19
- “Story Time at John Dam Plaza” on Friday, June 20
- “Ask Death Doulas” on Sunday, June 22
- Visit by children’s book author Sherri Maret on Monday, June 23
- “Public Art Sketch Walk” on Tuesday, June 24
- Daughters of the American Revolution workshop on Tuesday, June 24
- “Nature Journaling at Goethals Park” on Thursday, June 26
- “Bleach Tie-Dye Shirts” on Thursday, June 26
- “Story Time at the Fire Station” on Friday, June 27
- “Cardboard Construction and More!” on Saturday, June 28
- “Rock Painting” on Monday, June 30
- Several programs for Kadlec Community Health.

The Tri-City Cinephiles watched *Purple Rain* (1984) and *The Color Purple* (1985) on Sunday, June 8, and they watched *Predator* (1987) on Monday, June 23. The Book to Movie Club from Adventures Underground watched *Jurassic Park* (1993) on Saturday, June 14. Our Cereal (Serial) Book Club met on Tuesday, June 24, to discuss *The Bookwanderers* by Anna James. We held a Family Movie showing of *Dog Man* (2025) on Saturday, June 28, and a Sensory Sunday showing of that movie on June 29.

Our busiest day this month was Monday, June 30. We held an extremely popular Rock Painting program that day.



JUNE STATISTICS

- Overall Circulation with Renewals: **74,789**
- Digital Circulation: **19,274**
- Physical Items Checked Out: **38,473**
- Physical Items Renewed: **17,042**
- Holds Filled: **3,666**
- Hoopla Circulation: **3,431**
- Kanopy Circulation: **35,428 minutes, using 411 tickets**
- OverDrive Circulation: **15,432**
- New Library Card Accounts: **485**
- Gate Count: **19,739**
- Busiest Day: **908 (Mon., June 30)**

NEW IN JUNE!

2025 Summer Reading Program Launch

Our 2025 Summer Reading Program, “Color Our World,” officially started on Wednesday, June 11, and it will run through Wednesday, August 20. Patrons of all ages can easily register on Beanstack to log their reading minutes, write book reviews, check off other achievements, and earn finisher prizes. They can also enter to win prizes that include board books and creativity packages for babies; gift cards, Lego Creator kits, Tonieboxes, Yoto Players, and other prizes for children; Beats headphones, Squishmallows, a skateboard, and other prizes for teens; and gift cards to local businesses and a Fiber Arts Prize Basket for adults.

“Dive Into Summer!” Kickoff Event

The City of Richland held a “Dive Into Summer!” event on Saturday, June 21, in John Dam Plaza. Teen Services Librarian Alyssa, Library Assistant Charm, Tech Specialist Dee, Adult Services Librarian Gavin, Librarian Johanna, Children’s Services Librarian Kelly, Administrative Assistant Kylie, Library Assistant Mary, Community Engagement Supervisor Michelle, Library Page Nelibeth, and Library Supervisor Theresa conducted library outreach and led fun activities, including a visit from Theo, a selfie station, and playtime with bubble machines and bubble wands. The Friends of the Richland Library also handed out free snow cones. Patrons of all ages were encouraged to sign up for our Summer Reading Program. Approximately 600 people attended.



Library Outreach

Library Assistant Angela and Library Manager Chris staffed an outreach table at the Richland Farmer’s Market on Friday, June 6, and Mary and Library Assistant Tanya staffed the table on Friday, June 20. Gavin and Library Assistant Vionnette staffed an outreach table at the Pride Festival in Pasco on Sunday, June 22. Michelle conducted outreach at Cool Desert Nights in Richland on Saturday, June 28. Kelly, Alyssa, and Johanna also made visits to several local schools and the Early Learning Center.

CHILDREN’S PROGRAMS

Story Times at the Library

Kelly, Librarian Joyce, and Tanya held regular Tuesday evening story times at 6 p.m. on June 3, 10, 17, and 24; Wednesday morning active story times at 10 a.m. on June 4, 11, 18, and 25; Thursday morning baby story times at 10 a.m. on June 5, 12, 19, and 26; and a regular Friday morning preschool story time at 10 a.m. on June 6. The Tuesday evening story times were followed by “Meet Our Therapy Dogs!” sessions. Alyssa and Nelibeth helped with a visit from Theo, our mascot, during the June 11 story time.

Outdoor Story Times

Kelly and Michelle held a Story Time at Leslie Groves Park at 10 a.m. on Friday, June 13, with 41 patrons attending. It was part of Richland’s “52 in ‘25” series in city parks. Kelly also held a Story Time at John Dam Plaza at 10 a.m. on Friday, June 20, with 57 patrons attending.



CHILDREN'S PROGRAMS (CONTINUED)

“Father’s Day Gifts and Cards”

Mary held a “Father’s Day Gifts and Cards” program from 1 to 2:30 p.m. on Sunday, June 1. Our calendar said, “Celebrate a special dad in your life with a handmade card and gift.” Thirty-five patrons came to create greeting cards and decorate wooden trinket boxes.

STEAMKids

Kelly held a STEAMKids session from 10 a.m. to noon on Saturday, June 14, with 55 patrons attending. She also held a second session from 1 to 3 p.m. on Wednesday, June 18, with a special visit from the Hanford High School Robotics Club; 96 patrons attended.

Pop-Up Play Day

Kelly conducted library outreach and led activities at the City of Richland’s Pop-Up Play Day on Tuesday, June 17. This event was held near the Badger Mountain Splash Pad in South Richland.

“Learn Finger Knitting”

Kelly held a “Learn Finger Knitting” program from 1 to 2 p.m. on Thursday, June 19. Fifty-five patrons of all ages attended. They were encouraged to turn in a strand of finger knitting to mark off their Sweater Weather Badge for the Summer Reading Program.

Cereal (Serial) Book Club

Our Cereal (Serial) Book Club for grades 4-6 met from 4 to 5:30 p.m. on Tuesday, June 24. This month, Johanna led a discussion of *The Bookwanderers* by Anna James while kids created clothespin book characters. Six patrons attended.

Special Guest Story Time

Special guest Lindsay Palmer, RDH, the ABCD Coordinator from the Benton-Franklin Health District, joined us for a special guest story time at 6 p.m. on Tuesday, June 24. After the story time, children were encouraged to make their own bedtime routine charts to take home.

“Story Time at the Fire Station”

Kelly and Michelle held a special “Story Time at the Fire Station” at 10 a.m. on Friday, June 27. Children listened to Chief Tom read stories, met firefighters, got a close-up look at fire engines, and visited with therapy dogs. Johanna and Nelibeth assisted with a visit from Theo, too. We had 301 patrons attend.

“Cardboard Construction and More!”

Kelly held a drop-in “Cardboard Construction and More!” program for patrons of all ages from 1 to 3 p.m. on Saturday, June 28. Sixty-two patrons attended.



ALL-AGES PROGRAMS

Singing Strings Ukulele Club

Johanna held Singing Strings Ukulele Club teen and adult jams in the Collaboratory from 6:30 to 8 p.m. on two Tuesdays, June 3 and 17. Sixteen and 10 patrons attended.

“Build It: Pencil Caddy”

Mary held a “Build It: Pencil Caddy” woodworking craft program in the Collaboratory from 6 to 7:30 p.m. on Tuesday, June 10. Twenty-one patrons came to create pencil caddies.

Author Visit by Anyla McDonald

Gavin hosted an author visit by Anyla McDonald from 3 to 4 p.m. on Thursday, June 12. She shared short stories and poems from her book, *Black Joy and Black Tribulations*. Seven patrons attended.

“Game Time Fridays”

We held an intergenerational “Game Time Fridays” program from 11 a.m. to 1 p.m. on Friday, June 13. Forty patrons attended this month.

Author Visit by Sherri Maret

Alyssa hosted a visit from children’s book author Sherri Maret from 11 a.m. to noon on Monday, June 23. Our calendar said, “ Sherri will read to her young audience, and invite them to join her in solving some animal mysteries and completing some interactive crafts!” We had 11 patrons attend.

Public Art Sketch Walk

Kelly led a Public Art Sketch Walk from 10 to 11 a.m. on Tuesday, June 24. Patrons met up with her at the Tree of Seasons sculpture and took a guided walk through the Parkway, noticing and sketching the public art. Children could check off a summer reading activity on Beanstack.

Nature Journaling at Goethals Park

Kelly led a drop-in Nature Journaling program from 10 a.m. to noon on Thursday, June 26, at Goethals Park. She provided a simple template for nature journaling, but patrons were free to do whatever they liked.

Family Movie and Sensory Sunday Matinee: *Dog Man*

Johanna held a Family Movie showing of *Dog Man* (2025) at 2 p.m. on Saturday, June 28, with 38 patrons attending. Mary held a Sensory Sunday Matinee for 25 patrons at 2 p.m. on Sunday, June 29. Movie licensing and snacks were provided by the Friends of the Richland Library.

“Rock Painting”

Kelly and Joyce held an extremely popular “Rock Painting” craft program from 1 to 3 p.m. on Monday, June 30, in the Collaboratory, with 163 patrons attending. Our calendar said, “We’ll supply the rocks and the paint. Bring your creativity and get ready to paint!”



TEEN PROGRAMS

Bleach Tie-Dye Tee Shirts

Alyssa and Mary held a popular “Bleach Tie-Dye Tee Shirts” craft program in the Collaboratory from 5:30 to 6:45 p.m. on Thursday, June 26. Forty-five middle and high schoolers created bleached tie-dye patterns on black tees.

ADULT PROGRAMS

“Skills for Disagreeing Better” Workshop

We hosted Braver Angels as they held an in-person workshop, “Skills for Disagreeing Better,” from 2 to 4 p.m. on Saturday, June 7. Fifty-five patrons attended.

Double Feature: *Purple Rain* and *The Color Purple*

The Tri-City Cinephiles Club celebrated Prince’s birthday and Juneteenth by showing *Purple Rain* (1984) and *The Color Purple* (1985) in the Doris Roberts Gallery for patrons ages 18 and up from noon to 4 p.m. on June 8. Five patrons attended.

“Plutonium Processing in the U.S. and U.S.S.R.”

We hosted the B-Reactor Museum Association for a presentation on “Plutonium Processing in the U.S. and U.S.S.R.: A Comparative History of the First Processing” from 7 to 8:30 p.m. on Monday, June 9, in the Doris Roberts Gallery. Seventy-seven patrons attended.

Book to Movie Club: *Jurassic Park*

We hosted the Book to Movie Club from Adventures Underground for a showing of *Jurassic Park* (1993) at 2 p.m. on Saturday, June 14, in the Doris Roberts Gallery. Fifteen patrons attended.

LGBTQIA+ Craft Social

Gavin held our monthly LGBTQIA+ Craft Social in the Collaboratory from 6:30 to 8:30 p.m. on Monday, June 16. Thirty-three patrons attended this month.

“Paper Houses: How I Built My House with Collage”

We hosted Art Works Northwest for a presentation by fine art photographer Ana V. Ramirez from 6 to 7 p.m. on Wednesday, June 18, in the Doris Roberts Gallery. Ana uses her photos and other art mediums in collages, capturing special memories and stories. Twenty-five patrons attended.

Tri-Cities Cinephiles Club Movie: *Predator*

Gavin held a Tri-Cities Cinephiles Club showing of *Predator* (1987) from 6:30 to 8:30 p.m. on Monday, June 23.

DAR Genealogy Workshop

We hosted the Daughters of the American Revolution as they held a genealogy workshop at 6 p.m. on Tuesday, June 24.

Kadlec Medical Center Programs

We hosted several programs for Kadlec this month. The Parenting Together Support Group met in the library on Saturday, June 14. Gerontologist Tammy Pattillo gave a “Boost Your Brain Power” presentation on Friday, June 13. A “Summer Hope Conference on Parkinson’s Disease” was held on Thursday, June 19. A Kadlec Tri-Cities Cancer Center Lecture about breast cancer risks and screening was held on Friday, June 20.

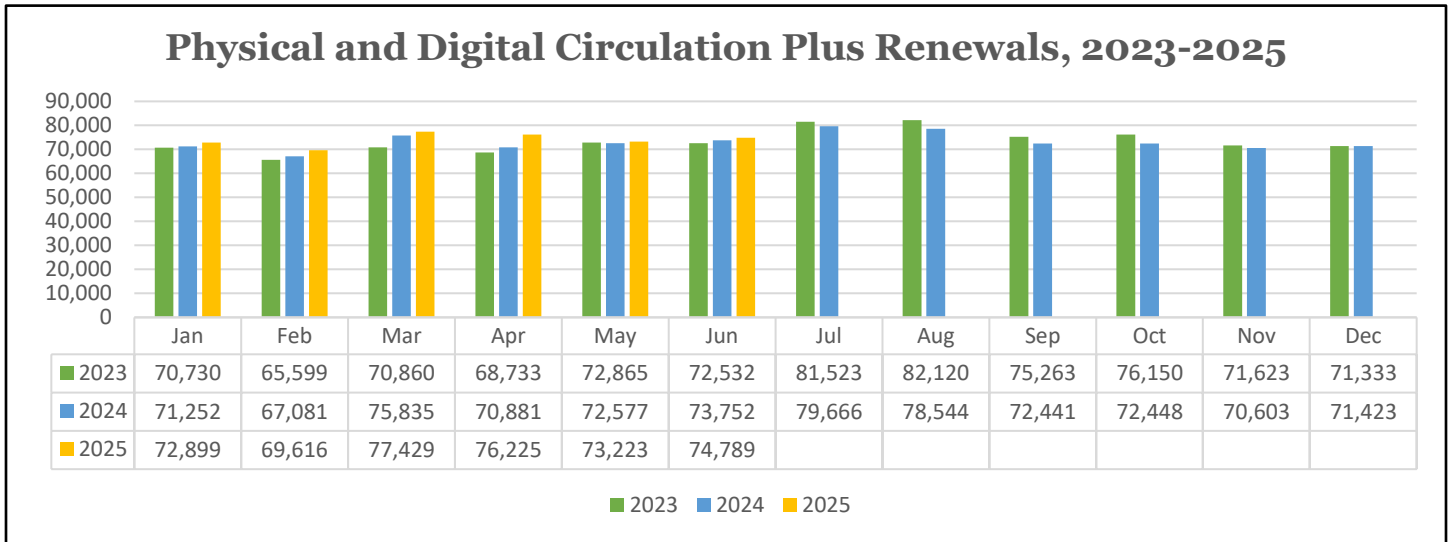
Local Book, Writing, and Craft Clubs

Clubs that met at the library this month included Storywriters on Monday, June 9; Quilting in the Library on Thursday, June 12; the Monday Night Book Group on June 16; and By the Book Knitters on Tuesday, June 17.



STATISTICS

TOTAL CIRCULATION

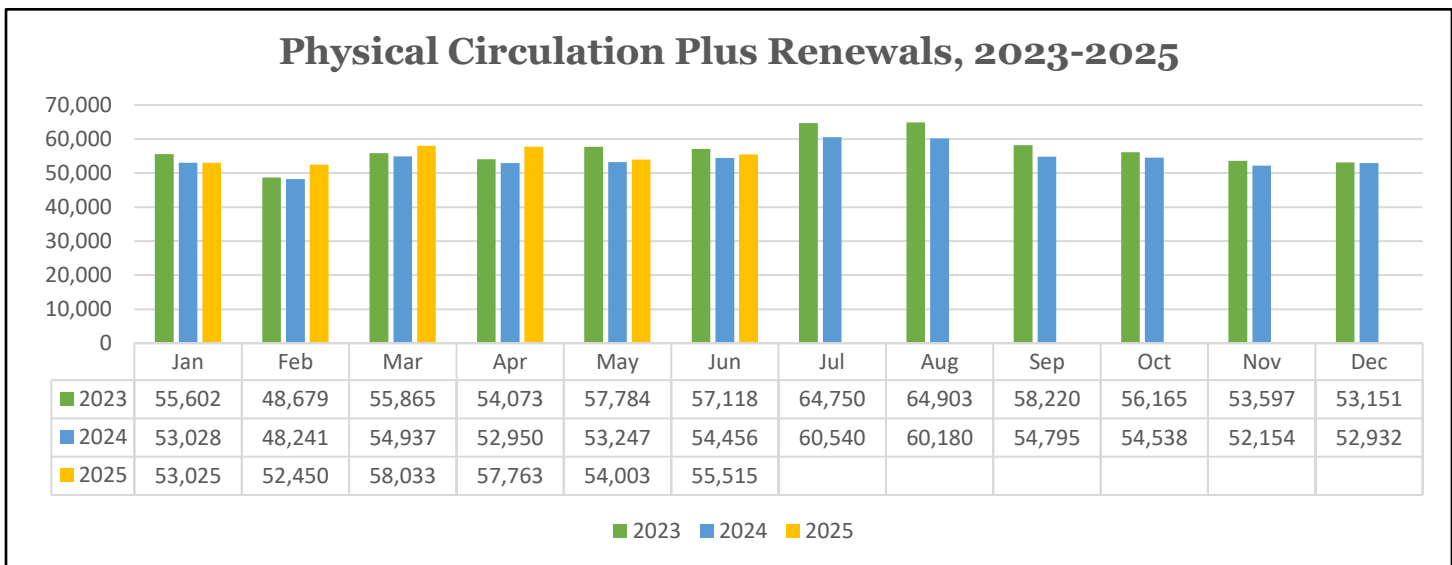


During June, our total physical plus digital circulation was 57,747 items, not including renewals. Of those, 38,473 (66.6%) were physical items and 19,274 (33.4%) were digital items obtained through Hoopla, Kanopy, and OverDrive. Kanopy plays were counted in this, but physical item renewals were not.

This physical plus digital circulation, not including renewals, was up 4.5% compared to the 55,247 items checked out in May 2025. Digital circulation was up 0.3% compared to the 19,220 items checked out in May. We filled 3,666 requests for holds and had 5 scheduled curbside deliveries for 3 patrons.

Our patrons also renewed 17,042 physical items in June. Including these physical item renewals, our overall circulation was 74,789. That overall circulation was up 2.1% compared to the 73,223 items circulated in May 2025, and it was also up 1.4% compared to the 73,752 items circulated in June 2024.

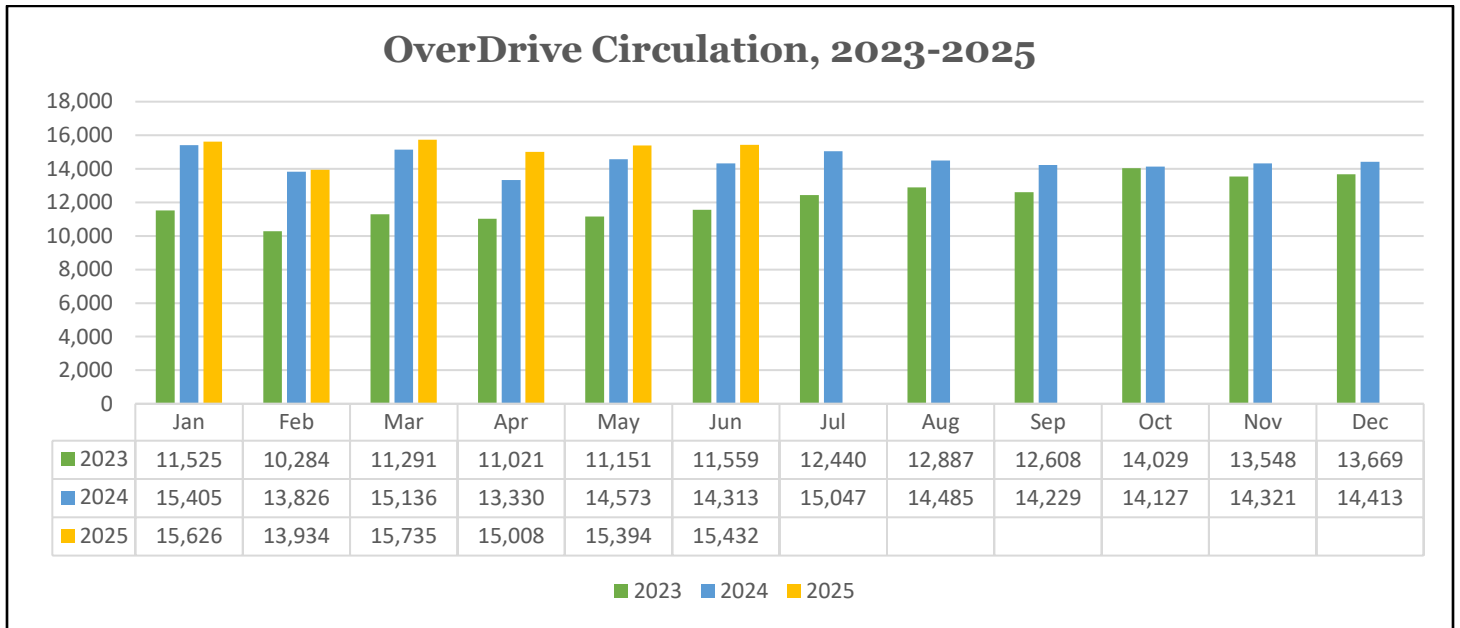
PHYSICAL CIRCULATION



Our patrons checked out 38,473 physical items in June and renewed 17,042 physical items, for a total of 55,515 items. That circulation was up 2.8% compared to the 54,003 physical items checked out and renewed in May 2025, and it was also up 1.9% compared to the 54,456 items checked out and renewed in June 2024. The top ten categories that circulated this month were Children’s Storybooks (4,323 items), Children’s Chapter Book Fiction (4,014 items), Adult Nonfiction (3,807 items), Children’s Graphic Novels (2,878 items), Adult Fiction 2nd Floor (2,861 items), Children’s Nonfiction (2,529 items), Adult Movies (2,512 items), Children’s Favorites on the Story Circle (1,626 items), Adult New Books (1,555 items), and Children’s Movies (1,411 items).

DIGITAL CIRCULATION

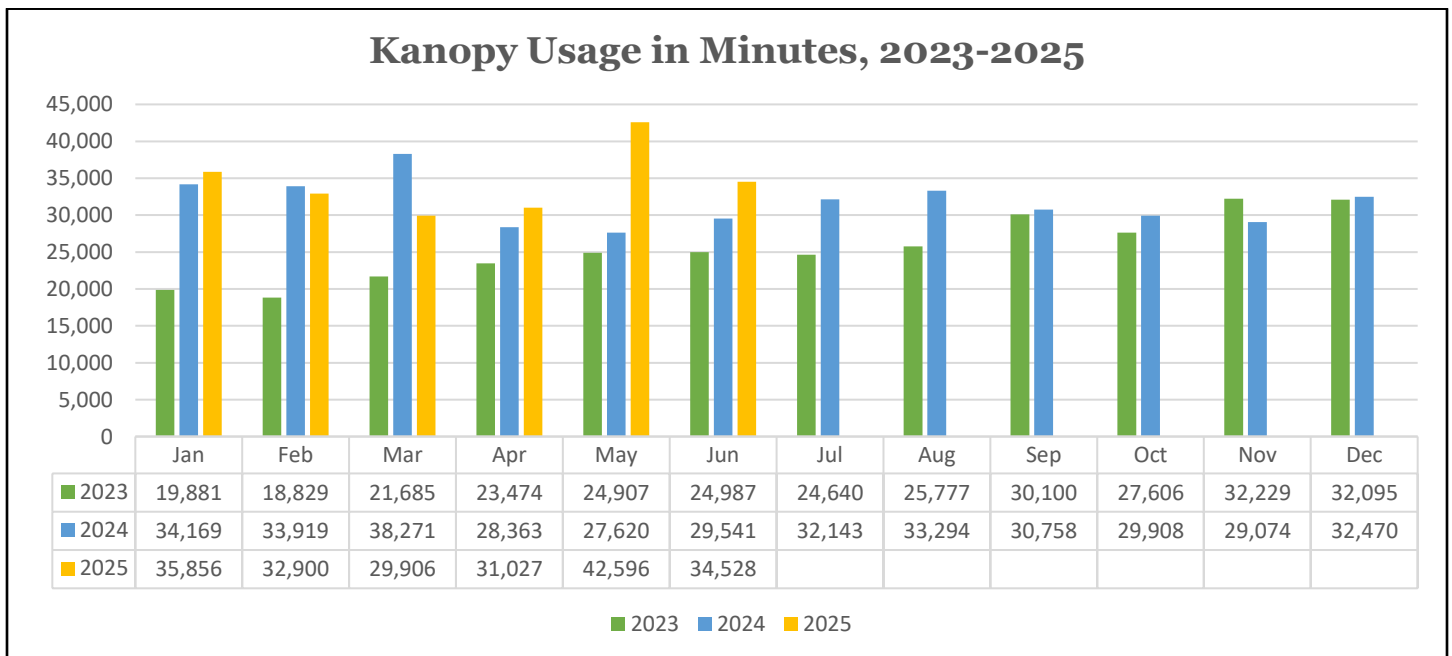
OverDrive



The 15,432 checkouts through OverDrive in June were up 0.2% compared to the 15,394 checkouts in May 2025, and they were also up 7.8% compared to the 14,313 checkouts in June 2024.

This month's checkouts included 6,778 audiobooks (which were 43.9% of the OverDrive items checked out), 6,372 e-books (41.3%), and 2,282 e-magazines (14.8%).

Kanopy

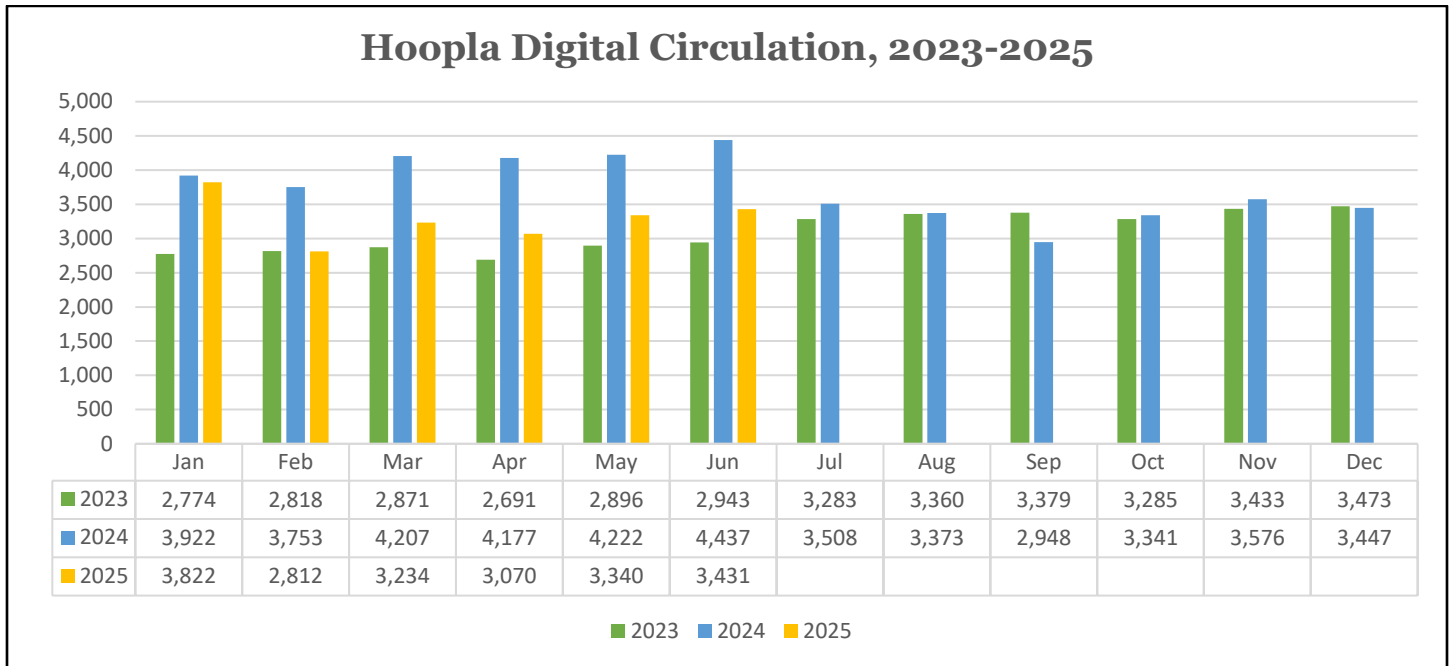


Our patrons viewed 34,528 minutes of Kanopy content during the month of June, using 411 tickets. That usage was down 18.9% compared to the 42,596 minutes viewed in May 2025, but it was up 16.9% compared to the 29,541 minutes viewed in June 2024.

The top ten suppliers of content viewed on Kanopy this month were BBC Studios; Paramount Pictures; PBS; Shout Studios; The History Channel; The Great Courses; Sental Filmworks; MHz Networks; Filmhub, Inc.; and IFC Films. Content was viewed on televisions (47.1%), mobile devices (18.5%), desktops (16.3%), tablets (15.8%), and media (2.3%).

DIGITAL CIRCULATION (CONTINUED)

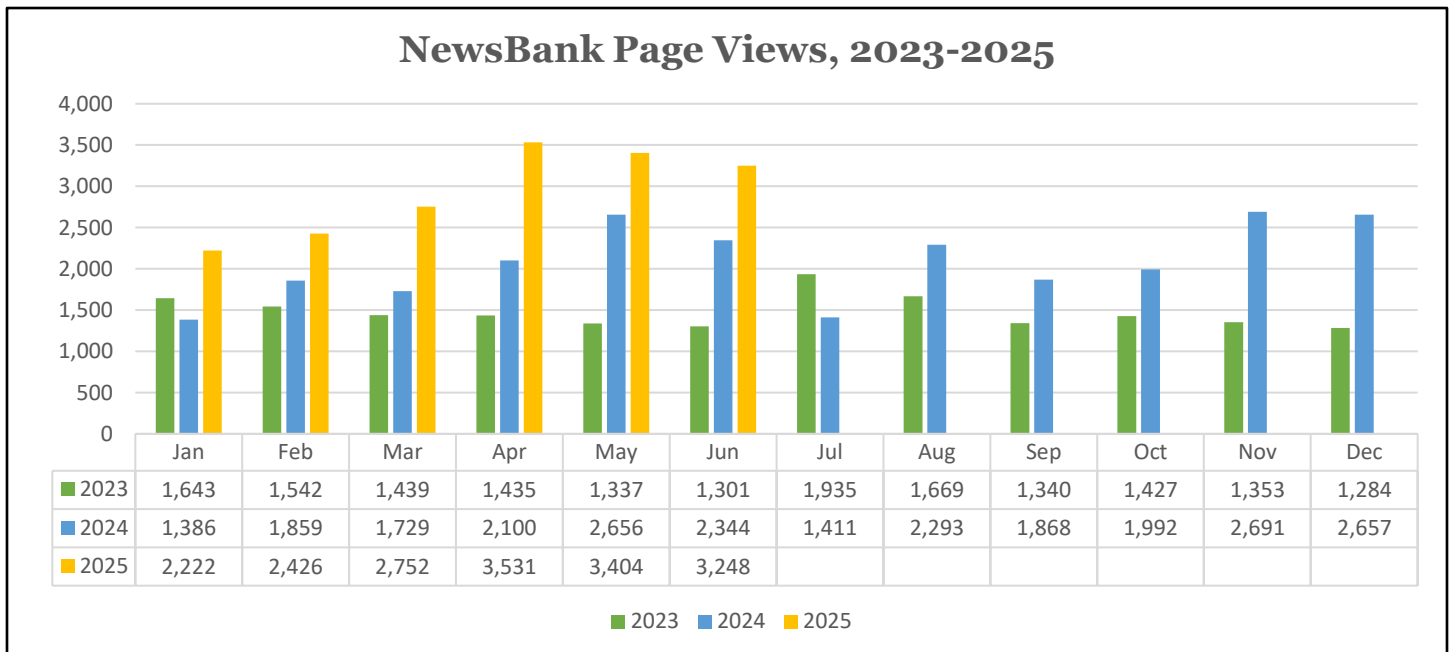
Hoopla



The 3,431 circulations in Hoopla during June were up 2.7% compared to the 3,340 circulations in May 2025, but they were down 22.7% compared to the 4,437 circulations in June 2024. Hoopla continues to be popular with our patrons for their educational and entertainment needs.

Patrons checked out 1,743 audiobooks (which were 50.8% of the Hoopla items checked out), 800 e-books and e-comics (23.3%), 787 movies and television shows (22.9%), 97 music items (2.9%), and 4 e-magazines (0.1%).

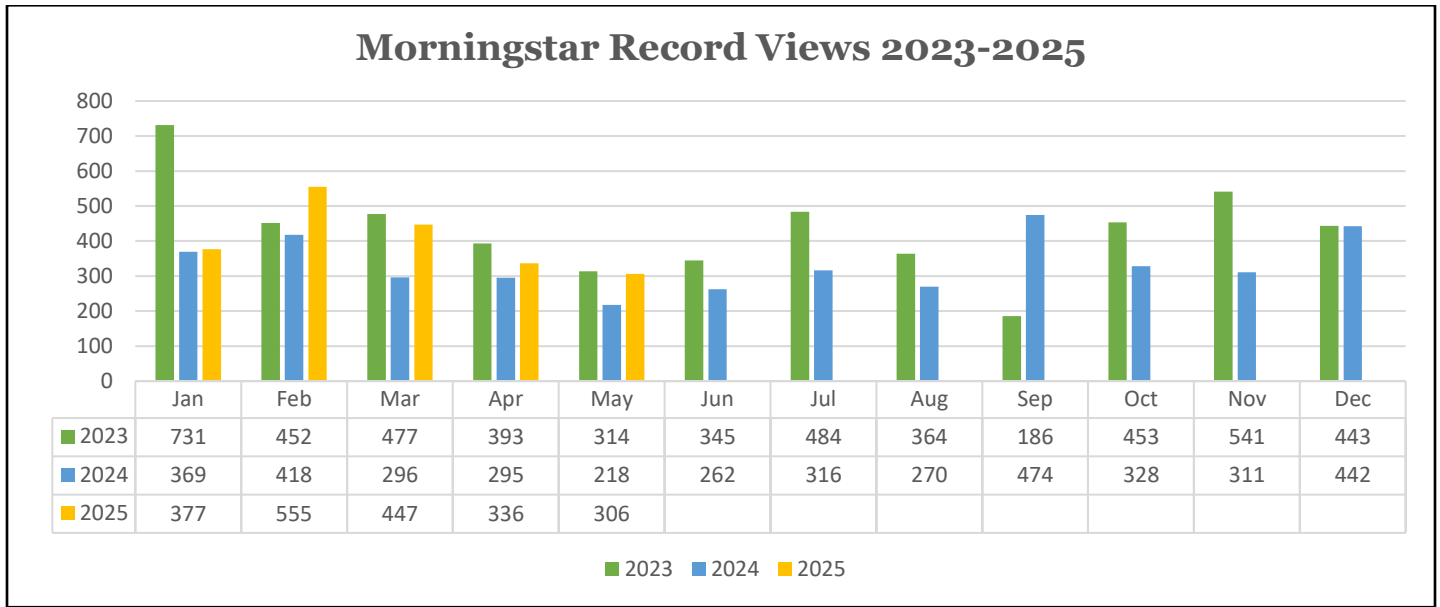
NewsBank



The 3,248 NewsBank page views in June were down 4.6% compared to the 3,404 page views in May 2025, but they were up 38.6% compared to the 2,344 page views that occurred in June 2024. NewsBank seems to be one of the more consistently used offerings in our database collection.

OTHER DIGITAL SERVICES

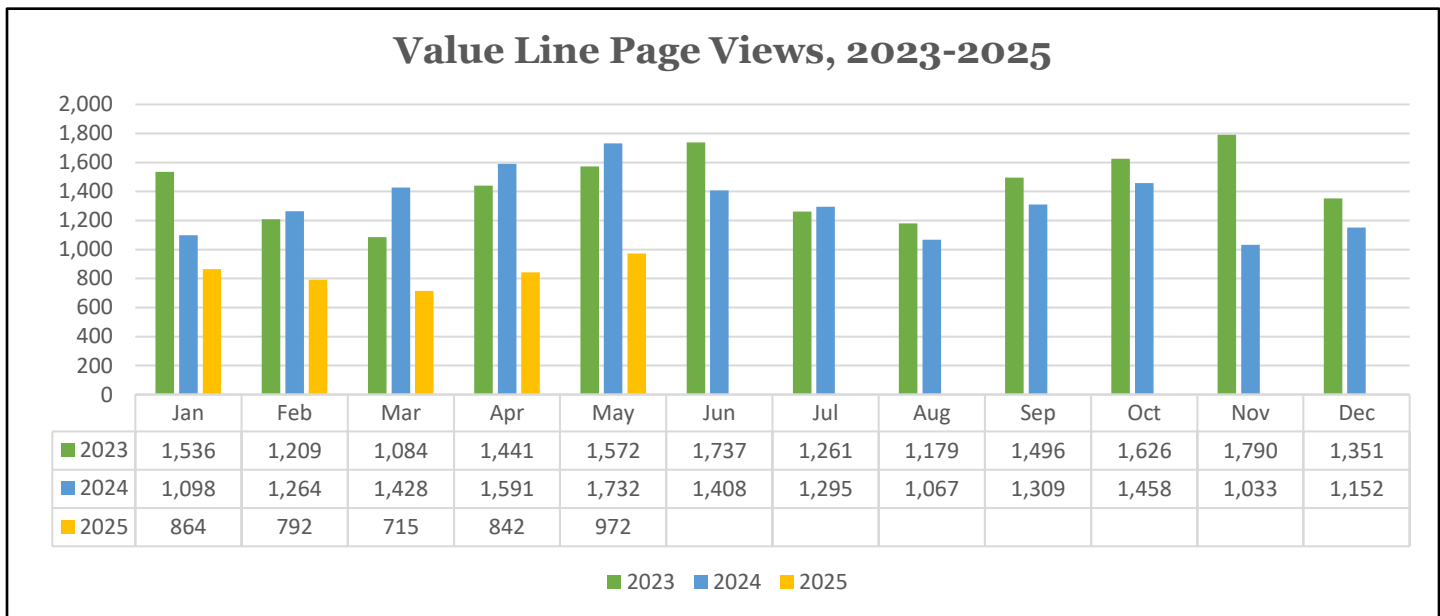
Morningstar



Our patrons viewed 306 Morningstar records in May. That usage was down 8.9% compared to the 336 records viewed in April 2025, but it was up 40.4% compared to the 218 records viewed in May 2024. Morningstar continues to pair well with Value Line, giving our patrons a valuable combination of resources to use when researching their financial questions.

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

Value Line



The 972 Value Line page views in May were up 15.4% compared to the 842 page views in April 2025, but they were down 43.9% compared to the 1,732 page views that occurred in May 2024. Value Line is a worthwhile research platform for our patrons. Its pairing with Morningstar gives our patrons a helpful depth of financial information for any investment questions that they have.

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

ADDITIONAL STATISTICS

Gate Counts

Our total gate count for June was 19,739. Our busiest day was Monday, June 30, with 908 patrons logged. We held a popular “Rock Painting” program that day.

Interlibrary Loans

In June, we received a total of 225 interlibrary loan requests from other libraries. We sent 99 items to libraries during the month in response to their interlibrary loan requests.

We also sent 17 interlibrary loan requests to other libraries in June for items requested by our patrons. We received 23 items from other libraries in response to our requests.

New Library Card Accounts

We created 485 new library card accounts in June. They included 308 resident cards, 116 reciprocal cards, 29 nonresident cards, 19 limited access cards, 9 reciprocal digital cards, and 4 interlibrary loan accounts.



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 7/8/2025

Agenda Category: Approval of Bills

Prepared By: Christopher Nulph, Library Manager

Subject

Claims for Payment from June 1, 2025 to June 30, 2025

Department

Parks & Public Facilities

Recommended Motion

Move to approve the June 1, 2025 through June 30, 2025 claims for payment.

Summary

This is a review and approval of the June 1, 2025 through June 30, 2025 claims for payment.

Attachments



Library Voucher Listing

Begin Date: 6/1/2025

End Date: 6/30/2025

NON-FACILITIES EXPENDITURES

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
001		GENERAL FUND						
	303	LIBRARY						
	K8721000/3102	BIBLIOTHECA ITG LLC		INV-US80884	6/20/2025	337354	PROCESSING SUPPLIES - RFID TAGS	\$1,558.76
OPERATING SUPPLIES & MATERIALS TOTAL:								\$1,558.76
OPERATING SUPPLIES & MATERIALS - YTD INFORMATION								
BUDGET: \$34,200.00			YTD ACTUAL: \$10,016.42			YTD % USED: 29.29%		
	K8721000/4201	VERIZON WIRELESS		6111403246	6/11/2025	337098	City Cellular Phones NASPO - April 2025	\$89.72
	K8721000/4201	FRONTIER		5/25 2061882614	6/4/2025	336847	TELEPHONE 5/1/2025- 5/31/2025 206/188-2614	\$53.13
	K8721000/4201	VERIZON WIRELESS		6113905896	6/4/2025	336907	Verizon Wireless NASPO - May 2025	\$89.72
	K8721000/4201	FRONTIER		6/25 2061882614	6/25/2025	337444	TELEPHONE 5/1/2025- 5/31/2025 206/188-2614	\$53.13
	K8721000/4201	FRONTIER		6/25 509/943-3152	6/18/2025	337237	LIBRARY TELEPHONE CH 6/1/25-6/30/25 509/9433152	\$1,056.77
TELEPHONE & COMM SVCS TOTAL:								\$1,342.47
TELEPHONE & COMM SVCS - YTD INFORMATION								
BUDGET: \$24,330.00			YTD ACTUAL: \$12,295.57			YTD % USED: 50.54%		
	K8721000/4912	HASS, REBECCA		000384	6/25/2025	337453	RPL VIRTUAL TRAINING SESSION 6/11/25	\$500.00
TUITION/CONFERENCE FEES TOTAL:								\$500.00
TUITION/CONFERENCE FEES - YTD INFORMATION								
BUDGET: \$4,320.00			YTD ACTUAL: \$2,975.40			YTD % USED: 68.88%		



Library Voucher Listing

Begin Date: 6/1/2025

End Date: 6/30/2025

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
K8721000	5301	WA STATE DEPARTMENT		DOR 05/2025	6/25/2025	10614	COMBINED EXCISE TAX - MAY 2025	\$15.92
STATE TAXES TOTAL:								\$15.92
STATE TAXES - YTD INFORMATION								
BUDGET: \$1,020.00			YTD ACTUAL: \$63.70			YTD % USED: 6.25%		
LIBRARY ADMINISTRATION TOTAL:								\$3,417.15
K8722100	3401	PROQUEST LLC		70895060	6/11/2025	337082	LIBRARY DATABASE - ANCESTRY LIB 5/1/25- 4/30/26	\$2,260.35
K8722100	3401	SECRETARY OF STATE		1964	6/4/2025	336888	2025 WA DIGITAL LIB CONSORTIUM (WDLC) ANNUAL	\$50,405.38
K8722100	3401	CORNELL LAB OF ORNIT		3180-02476	6/4/2025	336839	1 YR SUBSCRIPT BIRDS OF THE WORLD 7/1/25- 6/30/26	\$471.76
K8722100	3401	MIDWEST TAPE		507256792	6/11/2025	337073	LIB DATABASE - HOOPLA MAY 2025	\$7,219.41
K8722100	3401	OVERDRIVE		01452CO25164368	6/11/2025	337078	LIBRARY MATERIALS - EBOOK/AUDIO BOOK COLLECTION	\$1,415.38
K8722100	3401	OVERDRIVE		01452DA25178922	6/11/2025	337078	LIBRARY MATERIALS - EBOOK/AUDIOBOOK COLLECTION	\$85.50
K8722100	3401	OVERDRIVE		01452CO25180078	6/11/2025	337078	LIBRARY MATERIALS - EBOOK/AUDIOBOOK COLLECTION	\$1,811.36



Library Voucher Listing

Begin Date: 6/1/2025

End Date: 6/30/2025

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
K8722100/3401		OVERDRIVE		01452CO25164367	6/11/2025	337078	LIBRARY MATERIALS - EBOOK/AUDIOBOOK COLLECTION	\$229.79
K8722100/3401		OVERDRIVE		01452CO25180053	6/11/2025	337078	LIBRARY MATERIALS - EBOOK/AUDIOBOOK COLLECTION	\$157.25
K8722100/3401		CENGAGE LEARNING, IN		999100379319	6/11/2025	337041	LIBRARY MATERIALS - LARGE PRINT COLLECTION	\$221.67
K8722100/3401		CENGAGE LEARNING, IN		999100363942	6/11/2025	337041	LIBRARY MATERIALS - LARGE PRINT COLLECTION	\$33.41
LIBRARY RESOURCES TOTAL:								\$64,311.26
LIBRARY RESOURCES - YTD INFORMATION								
BUDGET: \$424,700.00			YTD ACTUAL: \$219,531.69			YTD % USED: 51.69%		
LIBRARY PUBLIC SERVICE TOTAL:								\$64,311.26
LIBRARY NON-FACILITIES TOTAL:								\$67,728.41



Library Voucher Listing

Begin Date: 6/1/2025

End Date: 6/30/2025

FACILITIES EXPENDITURES

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
001		GENERAL FUND						
	303	LIBRARY						
	K8725000/3505	FREEFORM	22500318	YM22703-1	6/13/2025	337167	LIBRARY LOBBY SEATING	\$10,691.68
	K8725000/3505	TECNO DISPLAY INC	22500364	INV/2025/0133	6/27/2025	337594	EXHIBIT FURNITURE	\$8,875.94
FURNITURE AND FIXTURES TOTAL:								\$19,567.62
FURNITURE AND FIXTURES - YTD INFORMATION								
BUDGET: \$21,000.00			YTD ACTUAL: \$19,567.62			YTD % USED: 93.18%		
	K8725000/4700	CITY OF RICHLAND		05/2025 MAY	6/11/2025	50014	CITY UTILITY BILLS/MAY 2025	\$4,526.09
UTILITIES TOTAL:								\$4,526.09
UTILITIES - YTD INFORMATION								
BUDGET: \$57,000.00			YTD ACTUAL: \$18,122.45			YTD % USED: 31.79%		
LIBRARY FACILITIES TOTAL:								\$24,093.71

CITY OF RICHLAND

LIBRARY EXPENDITURE

June 2025

Month/Year

PAY PERIODS: From May 19, 2025 through June 15, 2025

GROSS SALARIES \$ 137,572.10

	Gross Wages	Total
WEEK OF: <u>06/05/25</u>	<u>55,710.24</u>	<u>55,710.24</u>
WEEK OF: <u>06/18/25</u>	<u>81,861.81</u>	<u>81,861.81</u>
WEEK OF: _____	_____	_____
TOTAL	<u>137,572.10</u>	<u>137,572.10</u>



RICHLAND PUBLIC LIBRARY

CERTIFICATION OF CLAIMS FOR PAYMENT

JULY 2025

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 \$ 205,300.51 this 8th day of July, 2025.

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

Voucher Listings	Amount
June 01, 2025 thru June 30, 2025	\$67,728.41
Transfer Advice (Salaries)	
Salaries for the weeks of: May 19, 2025 thru June 15, 2025	\$137,572.10
MONTHLY EXPENSES	\$205,300.51

Comments: COR Voucher Listing
COR Library Expenditure

LIBRARY BOARD MEMBERS SIGNATURES (3 Signatures Required for Signoff)

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



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 7/8/2025

Agenda Category: Unfinished Business

Prepared By: Christopher Nulph, Library Manager

Subject

Changes to the Library Operating Hours

Department

Parks & Public Facilities

Recommended Motion

Move to approve the changes to the library operating hours.

Summary

During the May 13, 2025 Board meeting there was a discussion on the idea of adjusting the library's operating hours Monday-Thursday from 10a-9p to 9a-8p. This idea is based on the limited traffic we often have at the end of our weekday nights. We are now ready to have the Board vote on this change, which is planned to start September 2, 2025.

Attachments