



Agenda
Library Board Meeting
Tuesday, February 10, 2026
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 January 13, 2026 Library Board Meeting Minutes

Richland Public Library Updates

2. Richland Public Library Staff Updates
 - Michael Scarfo, Library Supervisor
3. Library Manager's Report and Library Statistics for January 2026
 - Christopher Nulph, Library Manager

Approval of Bills (Approved by Motion)

4. January 1, 2026 through January 31, 2026 Claims for Payment
 - Christopher Nulph, Library Manager

Unfinished Business

5. Recruiting Library Board Members

New Business

6. Library Board Presentation to City Council
 - Christopher Nulph, Library Manager

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: 2/10/2026

Agenda Category: Approval of Minutes

Prepared By: Kylie Christian, Administrative Assistant

Subject

Approval of the January 13, 2026 Library Board Meeting Minutes

Department

Parks & Public Facilities

Recommended Motion

Move to approve the draft January 13, 2026 Library Board Meeting Minutes.

Summary

The draft of the January 13, 2026 Library Board Meeting Minutes is included for consideration.

Attachments

- I. 2026.01.13 Library Board Meeting Minutes



MINUTES

Richland Public Library Board
Tuesday, January 13, 2026
Library Conference Room B
955 Northgate Drive

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

Chair Hernandez called the meeting to order at approximately 5:30 p.m.

Attendance: Chair Hernandez	Present
Vice-Chair Pickel	Absent
Board Member Buxton	Present
Board Member Fisher	Present
Board Member Isakson	Present

Also present were Library Manager Nulph, Parks and Public Facilities Director Watie, Teen Services Librarian Alyssa Uretsky-Pratt and Administrative Assistant Christian.

Approval of Agenda

BOARD MEMBER BUXTON MOVED AND BOARD MEMBER ISAKSON SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. MOTION CARRIED 4-0.

Approval of Minutes

- 1. BOARD MEMBER FISHER MOVED AND BOARD MEMBER BUXTON SECONDED THE MOTION TO APPROVE THE MINUTES OF DECEMBER 9, 2025 AS PRESENTED. MOTION CARRIED 4-0.**

Richland Public Library Updates

2. Richland Public Library Staff Update

Teen Services Librarian Alyssa Uretsky-Pratt shared what is planned for the teens in the coming months. One project is relabeling the teen section to mirror the upstairs adult fiction. This would create fiction, fantasy, mystery, etc. in the teens and would be easier for patrons to find materials.

3. Library Manager's Monthly Report and Library Statistics Report from December 2025

Lawn is still under review. The only issue is the gates; those are awaiting signoff. The anticipated soft opening date will be in the spring.

The Caterpillar Café will be closing at the end of January. The space will serve a different purpose in the future, Library Manager Nulph is looking at different ideas.

The library has noticed an increase in lost hot spots. Most of the lost hot spots were checked out from reciprocal borrower card holders. Due to this the library will only allow Richland resident card holders to check out hot spots.

RSD to partner with RPL for student library cards. Board Members engaged in a question-and-answer session with Library Manager Nulph.

The Richland Public Library Foundation is currently looking for new board members.

Library Manager Nulph also shared library statistics from December 2025 as well as 2025-year end statistics. Yearly attendance numbers at the library have continued to rise after the pandemic.

Public Comments

None.

Approval of Bills

- 4. BOARD MEMBER BUXTON MOVED AND BOARD MEMBER FISHER SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR SEPTEMBER 2025 IN THE AMOUNT OF \$235,042.65. THE MOTION CARRIED 4-0.**

Unfinished Business

- 5. Collection Development Policy Review**
Library Manager made a minor change to the Collection Development Policy that was presented and discussed at the December 9, 2025 Library Board Meeting.

BOARD MEMBER FISHER MADE A MOTION TO APPROVE THE COLLECTION DEVELOPMENT POLICY AND BOARD MEMBER ISAKSON SECONDED THE MOTION. THE MOTION CARRIED 4-0.

- 6. Final Review of the Updated City of Richland – Library Board Agreement**

Board Members reviewed the updated City of Richland and Library Board Agreement.

BOARD MEMBER BUXTON MOVED TO APPROVE THE AGREEMENT BETWEEN THE CITY OF RICHLAND AND THE LIBRARY BOARD. BOARD MEMBER ISAKSON SECONDED THE MOTION. THE MOTION CARRIED 4-0.

New Business

7. 2026 Library Action Plan

Library Manager Nulph shared the Library's Action Plan for 2026. The plan details the goals the library has for the year.

8. Reciprocal Borrowing 2025 Review

2025-year end statistics from reciprocal borrowing were presented. This agreement has proven to be an asset to all libraries involved. This agreement has allowed libraries in the region to work together, collaborate, and lend each other resources.

9. Recruiting Library Board Members

Board Member Buxton would like to see Board Members be present in the community. She would like to see board members attend different library events, especially the bigger events, to recruit potential future board members. Other board members were in support of this suggestion.

A description of what being on the Library Board entails will be drafted to present to future members. This will be provided at the February 10, 2026 meeting.

Agenda Items for Upcoming Board Meeting

Circulation Policy Review

Adjournment

Chair Hernandez adjourned the meeting at 6:39 P.M.

APPROVED:

ATTEST:

Cara Hernandez, Library Board Chair

Kylie Christian, Administrative Assistant

DATE APPROVED:

DATE PUBLISHED:



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 2/10/2026

Agenda Category: Richland Public Library Updates

Prepared By: Michael Scarfo, Library Supervisor

Subject

Richland Public Library Staff Updates

Department

Parks & Public Facilities

Recommended Motion

Discussion only.

Summary

User Experience Supervisor Michael Scarfo will present to the Board departmental goals and planned initiatives for the upcoming months.

Attachments



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 2/10/2026

Agenda Category: Richland Public Library Updates

Prepared By: Christopher Nulph, Library Manager

Subject

Library Manager's Report and Library Statistics for January 2026

Department

Parks & Public Facilities

Recommended Motion

Discussion only.

Summary

Library Manager Nulph's January 2026 manager's report and library statistics are included for discussion.

Attachments

1. January 2026 Library Manager's Report
2. January 2026 Library Statistics



State of Library Services

The Lawn has been completed. Facilities will be moving in the tables and chairs and labeling the gates as emergency exits. Once completed, we will soft opening the space. We will plan a grand opening for March 7. That Saturday, we will have an outdoor storytime in the morning and our Holi event in the afternoon.

LingoPie has reached its renewal and we have decided not to extend this resource. The use was fairly minimal throughout 2025 and we did not feel the use justified extending it another year. Language learning continues to show strong use through Rosetta Stone and we will focus on that resource for adult language learning.

We have restricted Limited Access and Reciprocal users from checking out hot spots. This move was made to give Residents priority access to a high demand item. This move also attempts to reduce the number of lost hot spots as those two patron categories accounted for many lost devices.

We are planning to apply for a Department of Commerce Capital Improvement Grant to construct outdoor play equipment in The Lawn. If awarded, this matching grant would allow the project to be completed with Foundation and grant funds in 2027. We are currently working on the grant and will submit before the April 15 deadline.

I have met with the reciprocal directors and have developed a reciprocal agreement which will extend indefinitely. There are no operational differences from the original agreement. We will share our statistics on a yearly basis with the participating libraries. The board committees will meet 2/19 at 5:30pm to endorse this new agreement. From there, it will go through the Council approval process.

We have initiated some PatronPoint services. These services include welcome emails, reading recommendations, and online registration and renewal. We will continue to phase in notices and newsletters in the coming weeks.

Our big 75th anniversary celebration has been set for Friday, May 1. Time and details will be shared shortly.

Friends of the Library Update

There are no major updates for the Friends this month.

Library Foundation

Lisa Adams has joined the Foundation. Lisa previously worked for the library and retired a couple of years ago.

Staffing Updates

Michelle Haffner has accepted a position with City of Richland Recreation. She moved to that division as of 2/9.

Shairra Rahseparian has accepted an Administrative Assistant position with City of Richland Development Services. She has moved to that department as of 2/2.

We will be hiring for these positions as soon as possible.

Library Statistics

We usually see library numbers bounce higher after December, and this remains the same at the start of this year. Gate count rose by about 1,300 as we entered 2026. January's gate count is a little lower than 2025's number. We saw a surge in January 2025 with reciprocal borrowing's initiation, which likely accounts for the high January 2025 number. We will continue to monitor this, but our gate statistics have been rising steadily over the years. At some point, we expect this to level off. We will keep an eye on this to see if that is occurring or if those numbers will continue to rise. In terms of physical circulation, the number of physical items checked out rose in January but overall circulation numbers were similar due to a high number of renewals in December.

Digital circulations saw a higher jump to start the year with 21,508 circulations. This beats out January 2025 and December by more than 1,500 circulations. This increase continues to be led by Libby circulations.

With the vacancy at Community Engagement Supervisor, we will likely see programming and outreach numbers decrease some this year. Michelle's duties will be reassigned amongst her staff and other supervisors, reducing overall team bandwidth. We are advising staff to focus on quality over quantity during this transition. We anticipate the recruitment to take multiple months.



RICHLAND PUBLIC LIBRARY

January 2026 Statistics Report for the February Board Meeting



SUMMARY

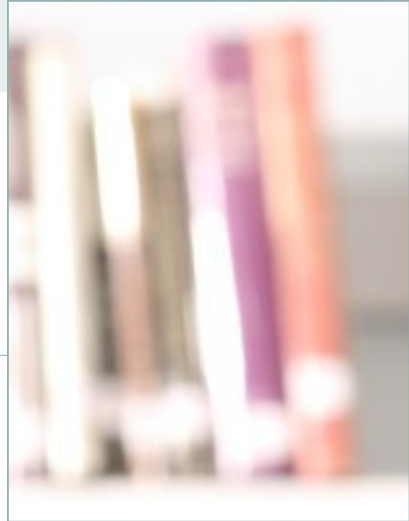
We held or hosted the following programs this month.

- Friday, Jan. 2: Science Fair Drop-In Support Session
- Saturday, Jan. 3: Science Fair Drop-In Support Session
- Tuesday, Jan. 6: Singing Strings Ukulele Club
- Friday, Jan. 9: Preschool STEAM; “Game Time Friday”
- Saturday, Jan. 10: Saturday Story Time; Team Battelle Math Tutoring; Parenting Together Support Group; St. Distaff’s Day Celebration; “Are You Afraid of the Art?”
- Sunday, Jan. 11: Battle Vest Workshop
- Monday, Jan. 12: DSHS Mobile Office; LGBTQIA+ Craft Social; B-Reactor Museum Association lecture
- Saturday, Jan. 17: Team Battelle Math Tutoring
- Tuesday, Jan. 20: Art Lab for Kids; Singing Strings Ukulele Club
- Wednesday, Jan. 21: “History Time with Glen”
- Thursday, Jan. 22: “Teen New Year’s Resolution: Yoga”
- Friday, Jan. 23: Preschool STEAM
- Saturday, Jan. 24: STEAMKids; Team Battelle Math Tutoring; Absolute Beginner’s Ukulele Workshop
- Monday, Jan. 26: Bonnie Bair lecture and book signing
- Saturday, Jan. 31: “Library Carty Party”

We held a family movie double feature showing of *The Bad Guys* (2022) and *The Bad Guys 2* (2025) on Saturday, January 17. We hosted death doulas for a “mortality movies” showing of *The Wizard of Oz* (1939) on Sunday, January 25. We also held a Monday Movie showing of *The Day the Earth Stood Still* (1951) for patrons age 18+ on January 26.

Our Teen Cereal (Serial) Book Club met on Thursday, January 15, to discuss the “Throne of Glass” series by Sarah J. Maas. The original Cereal (Serial) Book Club for fourth through sixth graders met on Tuesday, January 27, to discuss the “Skandar” series by A. F. Steadman.

Our busiest day this month was Saturday, January 24, with a gate count of 787. We held a popular STEAMKids program, a well-attended Absolute Beginner’s Ukulele Workshop, and Team Battelle Math Tutoring that day, and several groups used our conference rooms and the Doris Roberts Gallery.



JANUARY STATISTICS

- Overall Circulation with Renewals: **73,231**
- Digital Circulation: **21,449**
- Physical Items Checked Out: **35,608**
- Physical Items Renewed: **16,174**
- Holds Filled: **4,046**
- Hoopla Circulation: **3,894**
- Kanopy Circulation: **30,029 minutes, 418 tickets used**
- OverDrive Circulation: **17,137**
- New Library Card Accounts: **472**
- Gate Count: **17,632**
- Busiest Day: **787 (Sat., Jan. 24)**

CHILDREN'S PROGRAMS

Story Times at the Library

Children's Services Librarian Kelly, Librarian Joyce, and Library Assistant Tanya held Tuesday evening story times at 6 p.m. on January 6, 13, 20, and 27; Wednesday morning active story times at 10 a.m. on January 7, 14, 21, and 28; Thursday morning baby story times at 10 a.m. on January 8, 15, 22, and 29; and Friday morning preschool story times on January 2, 9, 16, 23, and 30. Our Tuesday evening story times were followed by "Meet Our Therapy Dogs!" sessions. We also held Therapy Dog Reading Program sessions after the Wednesday and Friday morning story times in January.



Saturday Story Time

Kelly also held a Saturday Story Time in the library at 10 a.m. on January 10. She had 45 enthusiastic patrons come to enjoy stories and rhymes, complete a simple craft, and visit with therapy dogs in the Story Circle.

Preschool STEAM and STEAMKids

Kelly held drop-in Preschool STEAM programs from 11 to 12:30 p.m. on two Fridays, January 9 (with 35 attendees) and 23 (with 47 attendees). She also held a very popular STEAMKids session from 10 a.m. to noon on Saturday, January 24, bringing out toys and construction sets for children to enjoy. We had 120 attend. Community Engagement Librarian Johanna helped with the STEAMKids program, bringing out our new Sphero Indi robot cars in the Story Circle. Young patrons learned simple logic-based coding skills as they built mazes with color cards for the small robot cars to follow. Each color prompted a different response.



"Art Lab for Kids"

Kelly held an "Art Lab for Kids" program from 1 to 3 p.m. on Tuesday, January 20. Our calendar invitation said, "Take advantage of the no-school day to come and make some art with us. We will have five or six different activities. Do a few activities or stay and do them all!" This was a popular program, with 62 patrons attending.

Salmon in the Collaboratory!

For more than 25 years, fourth and fifth graders in the Mid-Columbia have participated in "Salmon in the Classroom," raising Chinook salmon from fertilized eggs. The salmon are then released into the Columbia River in April at the Salmon Summit in Columbia Park. This program is sponsored by the Benton Conservation District. Library staff set up a large aquarium tank in the Collaboratory in December, and a volunteer from the Richland Rod & Gun Club added fertilized salmon eggs in early January. Salmon alevin began hatching the following week.



CHILDREN'S PROGRAMS (CONTINUED)

Cereal (Serial) Book Club

The Cereal (Serial) Book Club for fourth through sixth graders met from 4 to 5:30 p.m. on Tuesday, January 27. This month, Johanna led the group as they discussed books from the “Skandar” series by A. F. Steadman while making unicorn headbands and journals. Cereal snacks and craft supplies were provided by the Friends of the Richland Public Library.



ALL-AGES PROGRAMS

Science Fair Drop-In Support Sessions

Librarian Mary hosted representatives from the Mid-Columbia Science Fair as they held information sessions at the library from 1 to 3 p.m. on Friday, January 2, and from 1 to 4 p.m. on Saturday, January 3. Young scientists in grades 1-12 could get help exploring their STEM interests, completing science fair paperwork, working on their projects, and learning to use library resources such as ProQuest Journal Search and ProQuest SIRS Discoverer.

Singing Strings Ukulele Club

Johanna held Singing Strings Ukulele Club teen and adult jams from 6:30 to 7:45 p.m. on two Tuesdays, January 6 (with 9 patrons attending) and 20 (with 10 patrons attending).

“Game Time Friday”

Adult Services Librarian Gavin held an intergenerational “Game Time Friday” program from 11 a.m. to 1 p.m. on January 9. This program encourages those with early stage memory loss to socialize with others. Eleven patrons attended.



St. Distaff's Day Celebration

We hosted the Tri-Cities Crafters Collective as they held a St. Distaff's Day Celebration for patrons of all ages from 11 a.m. to 3:30 p.m. on Saturday, January 10, in the Doris Roberts Gallery. Patrons were encouraged to bring their own works-in-progress, and they could also take classes on “How to Warp a Heddle Loom,” “Beginning Knitting,” or “Counted Cross Stitch.”

Team Battelle Math Tutoring

We regularly host employees from Battelle as they come to the library on Saturdays to help students of any grade level with their math questions. This month, they provided math tutoring from 10 a.m. to noon on January 10, 17, 24, and 31.

Family Movie Double Feature

Johanna held a family movie double feature showing of *The Bad Guys* (2022) and *The Bad Guys 2* (2025) from 12 to 4 p.m. on Saturday, January 17, in the Doris Roberts Gallery. Thirty-eight patrons attended.

Absolute Beginner's Ukulele Workshop

Johanna also held an Absolute Beginner's Ukulele Workshop in the Collaboratory from 2 to 3 p.m. on Saturday, January 24. She taught all the basics in this fun workshop, from how to hold and strum a ukulele to how to read tab. Seventeen patrons attended.

ALL-AGES PROGRAMS (CONTINUED)

“Library Carty Party”

The Richland Public Library is celebrating its 75th anniversary in 2026, and we will be holding a series of themed programs this year in recognition of this milestone. Johanna and Tanya held a “Library Carty Party,” the first program in this series, from 2 to 3:30 p.m. on Saturday, January 31. Our calendar invitation said, “Did you know that the library STILL has a handful of the ORIGINAL library carts from 75 years ago that are still in working order? In honor of our 75th anniversary this year, we’re doing a Cart Decoration Party, or ‘Carty Party’ if you will. Bring your friends or family to form a decoration team. Your mission will be to decorate AND NAME your team’s cart. The winning cart will be featured in a display featuring our original 1951 vintage carts!”



Tiny Art Sharing Board

During January, Kelly featured a “Tiny Art” bulletin board display in the Children’s Department. Patrons of all ages enjoyed using colorful pencils and crayons to create small pieces of art they could donate for the display, and they were encouraged to take a piece of art created by someone else. We had a good response to this display.



TEEN PROGRAMS

Teen Cereal (Serial) Book Club

Teen Services Librarian Alyssa held a Teen Cereal (Serial) Book Club program from 4 to 5 p.m. on Thursday, January 15, in the Teen Reactor. This month, they discussed the “Throne of Glass” series by Sarah J. Maas while enjoying snacks. Four teens attended.

Teen New Year’s Resolution: Yoga

Alyssa also held a “Teen New Year’s Resolution: Yoga” program from 5 to 6:30 p.m. on Thursday, January 22, in the Doris Roberts Gallery. The program was led by Anne from *Igniting Life with Anne*, who included breathwork, yoga asana, and meditation for patrons ages 12 and up.

ADULT PROGRAMS

“Are You Afraid of the Art?”

Tanya held a beginner-friendly art workshop for patrons ages 16+ from 1 to 2:30 p.m. on Saturday, January 10, with help from Johanna. Our calendar invitation said, “We will play with basic art concepts like moving pen and marker on paper, using color, and taking some of the fear out of art.”

Battle Vest Workshop

Gavin held a “Battle Vest Workshop” craft program from 12 to 4 p.m. on Sunday, January 11, in the Collaboratory. Our calendar invitation said, “Bring in your used or new battle vest or jacket and we can show you how to sew on patches, attach studs and grommets, make and use stamps for fabric stamping, and more. Don't need our help? No problem. Come anyway and hang with fellow battle vesters!” Eight patrons attended.

ADULT PROGRAMS (CONTINUED)

LGBTQIA+ Craft Social

Gavin held our monthly LGBTQIA+ Craft Social in the Collaboratory from 5:30 to 7:30 p.m. on Monday, January 12. Thirty-eight patrons attended this month.

DSHS Mobile Office

We hosted the Washington State Department of Social and Health Services as they brought their mobile office to the library entrance plaza from 8:30 to 3:30 p.m. on Monday, January 12.

B-Reactor Museum Association Presentation

We hosted the B-Reactor Museum Association in the Doris Roberts Gallery from 6:30 to 8 p.m. on Monday, January 12, for a presentation by Dr. Bruce Napier on “Radiation Doses to the Public From Hanford and Beyond.” He is a retired environmental health physicist who spent 47 years at Pacific Northwest National Laboratory, and who continues to represent the U.S. on the United Nations Scientific Committee on the Effects of Atomic Radiation. Sixty-five patrons attended.

Mortality Movie: *The Wizard of Oz*

We will be hosting death doulas as they hold quarterly showings of “mortality movies” in 2026. Participants ages 16+ can watch a film and then discuss how it addresses themes of death and dying. The death doulas showed the first film, *The Wizard of Oz* (1939), from 1 to 4 p.m. on Sunday, January 25. Eleven patrons attended.

Monday Movie: *The Day the Earth Stood Still*

Gavin held a Monday Movie showing of *The Day the Earth Stood Still* (1951) for patrons ages 18+ from 4 to 8 p.m. on Monday, January 26, in the Doris Roberts Gallery. Seventeen patrons attended.

Author Visit: Bonnie Bair

We hosted local author Bonnie Bair for a lecture and book signing from 6:30 to 8 p.m. on Monday, January 26. She talked about the information she learned when writing *ABCs of Greater Tri-Cities, Washington*. Thirty-two patrons attended.

OTHER

Local Book, Writing, and Craft Clubs

Clubs that met at the library this month included Quilting in the Library on Thursday, January 8; the Thursday Afternoon Book Club on January 15; By the Book Knitters on Tuesday, January 20; and the Monday Night Book Group on January 26.

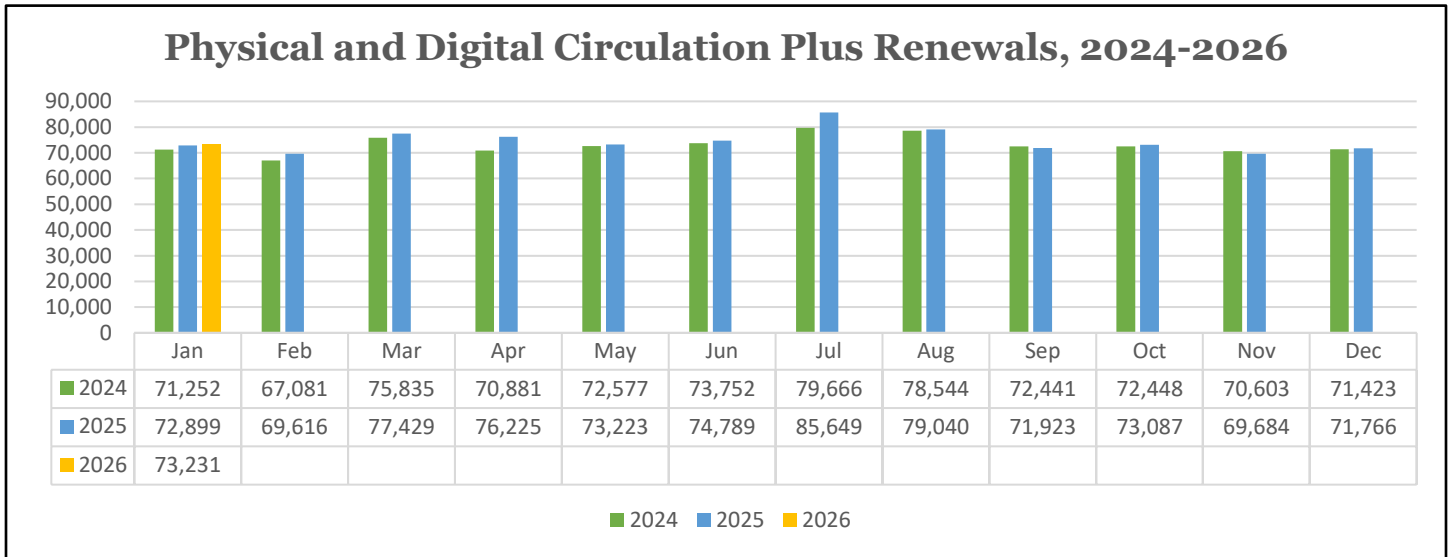
Library Outreach

Library outreach this month included an offsite YMCA visit (Kelly) on Tuesday, Jan. 6; the Tri-City Family Expo (Johanna and Community Engagement Supervisor Michelle) on Friday and Saturday, Jan 16. and 17, with a Theo visit (Library Manager Chris); and a library visit from WSU student teachers (Kelly) on Wednesday, Jan. 21.



STATISTICS

TOTAL CIRCULATION

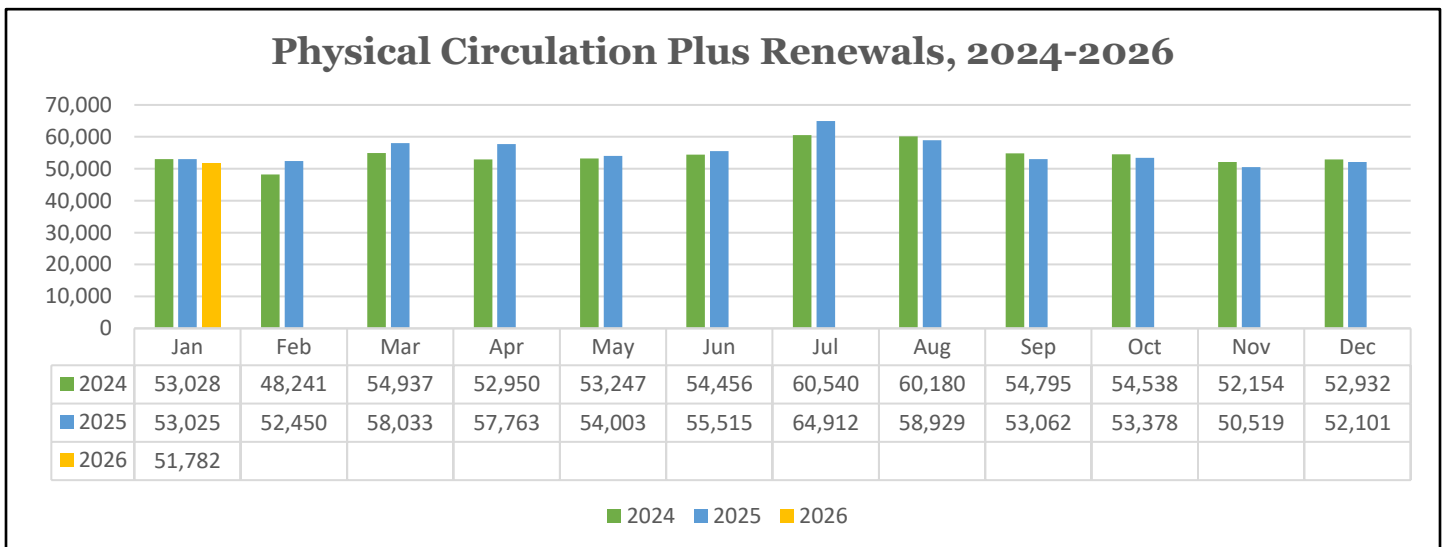


During January, our total physical plus digital circulation was 57,057 items, not including renewals. Of those, 35,608 (62.4%) were physical items and 21,449 (37.6%) were digital items obtained through Hoopla, Kanopy, and OverDrive. Kanopy plays were counted in this, but physical item renewals were not.

This physical plus digital circulation, not including renewals, was up 5.3% compared to the 54,206 items checked out in December 2025. Digital circulation was up 8.8% compared to the 19,716 items checked out in December. We filled 4,046 holds for patrons.

Our patrons also renewed 16,174 physical items in January. Including these physical item renewals, our overall circulation was 73,231. That overall circulation was up 2.0% compared to the 71,817 items circulated in December 2025, and it was also up 0.5% compared to the 72,899 items circulated in January 2025.

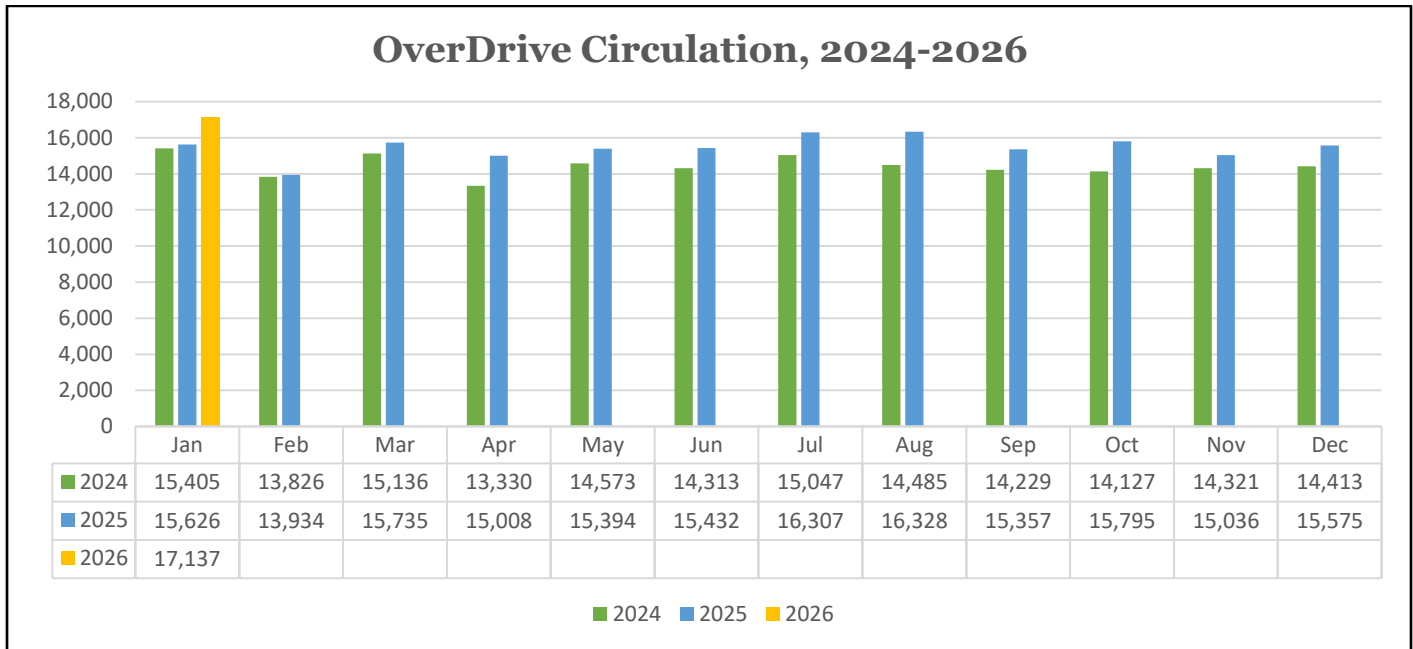
PHYSICAL CIRCULATION



Our patrons checked out 35,608 physical items in January and renewed 16,174 physical items, for a total of 51,782 items. That circulation was down a slight 0.6% compared to the 52,101 physical items checked out and renewed in December 2025, and it was also down 2.3% compared to the 53,025 items checked out and renewed in January 2025. The top ten categories that circulated this month were Adult Nonfiction (3,594 items), Children’s Storybooks (3,591 items), Children’s Chapter Book Fiction (3,247 items), Adult Fiction 2nd Floor (2,718 items), Children’s Graphic Novels (2,531 items), Adult Movies (2,336 items), Children’s Nonfiction (2,069 items), Adult New Books (1,855 items), Children’s Movies (1,666 items), and Children’s Favorites on the Story Circle (1,586 items).

DIGITAL CIRCULATION

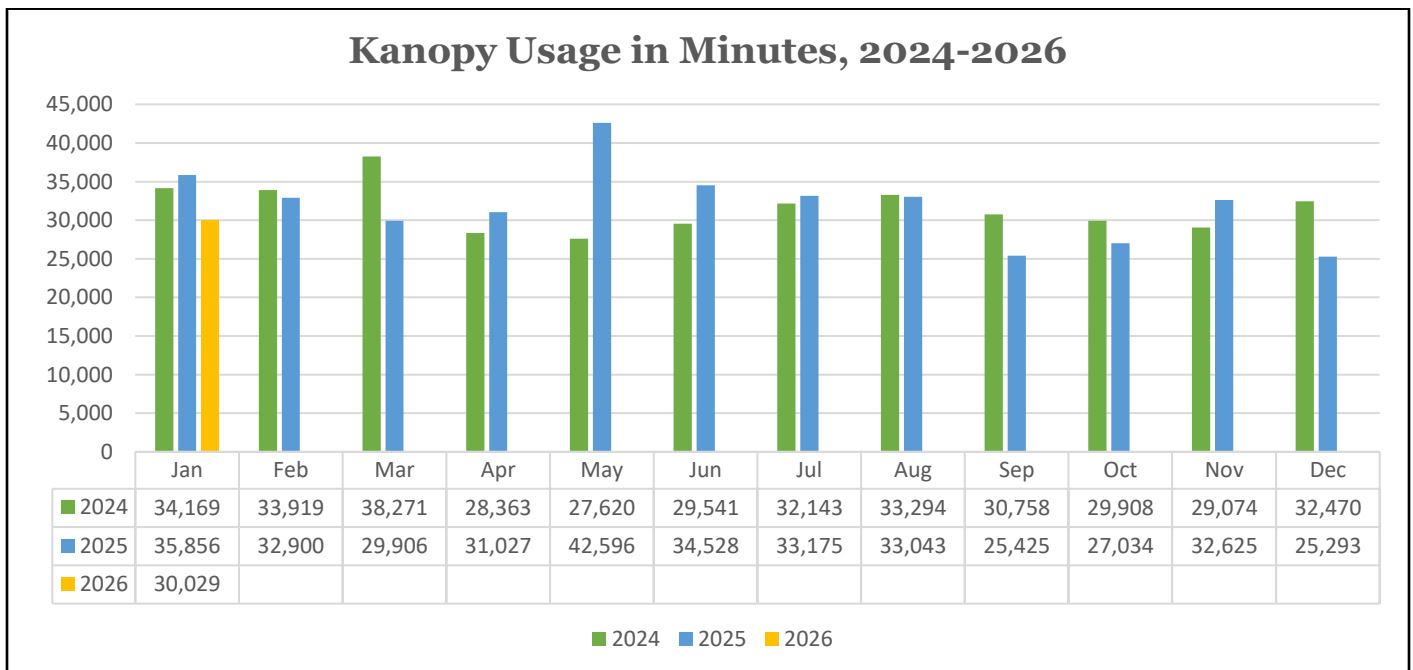
OverDrive



The 17,137 checkouts through OverDrive in January were up 10.0% compared to the 15,575 checkouts in December 2025, and they were also up 9.7% compared to the 15,626 checkouts in January 2025.

This month's checkouts included 7,316 audiobooks (which were 42.7% of the OverDrive items checked out), 7,008 e-books (40.9%), and 2,813 e-magazines (16.4%).

Kanopy

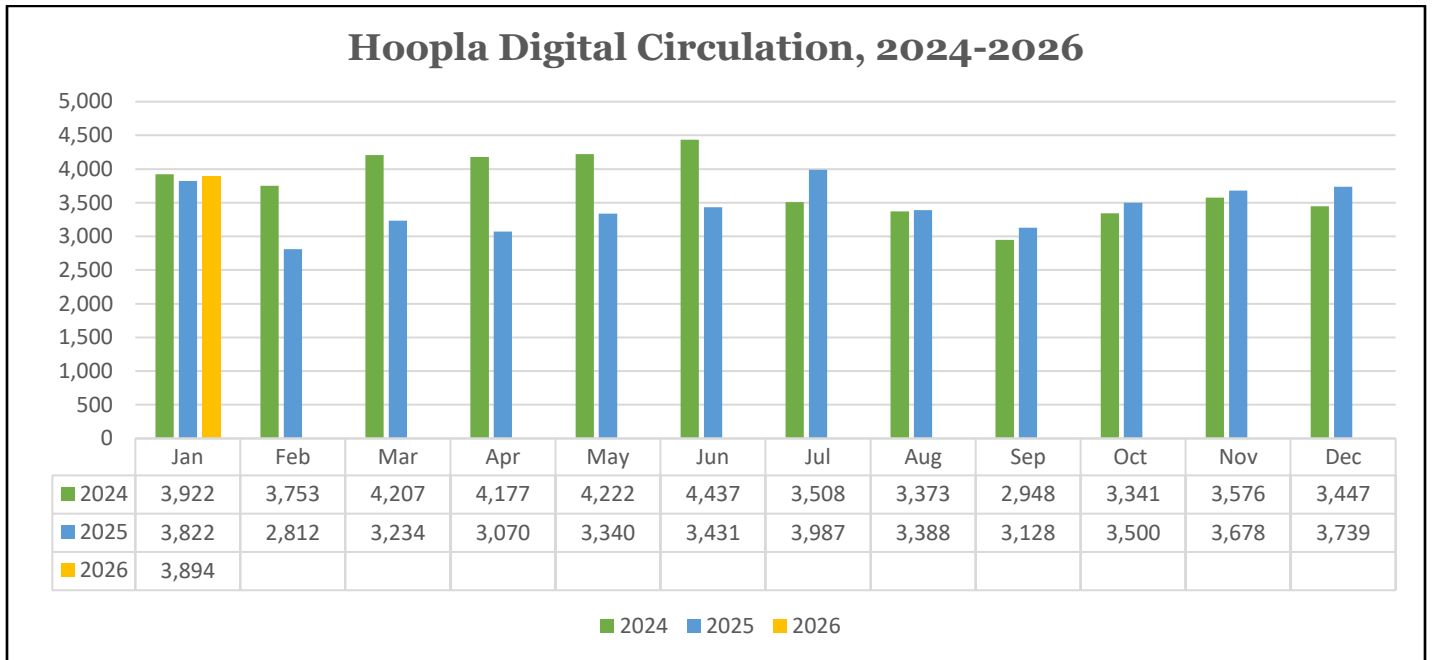


Our patrons viewed 30,029 minutes of Kanopy content during the month of January, using 418 tickets. That usage was up 18.7% compared to the 25,293 minutes viewed in December 2025, but it was down 16.3% compared to the 35,856 minutes viewed in January 2025.

The top ten suppliers of content viewed on Kanopy this month were BBC Studios, Paramount Pictures, The Great Courses, PBS, MHz Networks, All3Media International, Moonbug Entertainment, NEON, Aardman Animations, and Samuel Goldwyn Films. Content was viewed on televisions (34.9%), tablets (27.7%), mobile devices (24.9%), desktops (10.5%), and media (1.9%).

DIGITAL CIRCULATION (CONTINUED)

Hoopla

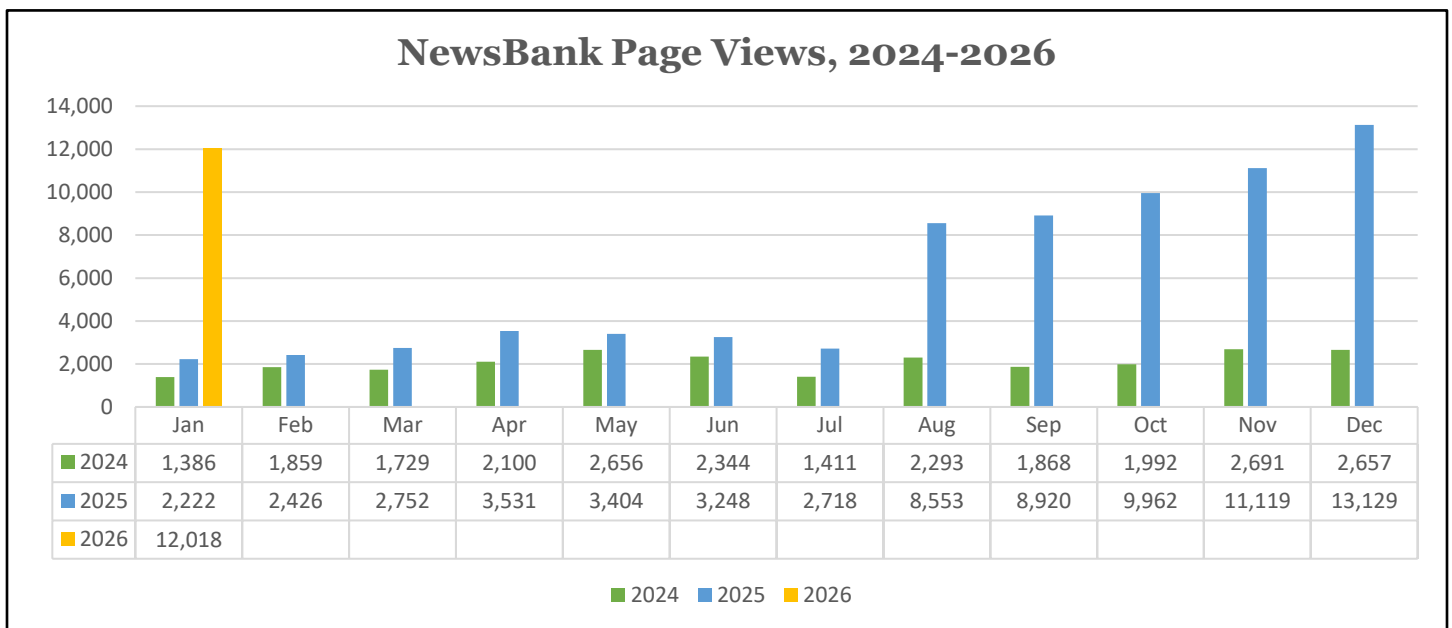


The 3,894 circulations in Hoopla during January were up 4.1% compared to the 3,739 circulations in December 2025, and they were also up 1.9% compared to the 3,822 circulations in January 2025. Hoopla continues to be popular with our patrons for their educational and entertainment needs.

Patrons checked out 1,912 audiobooks (which were 49.1% of the Hoopla items checked out), 988 movies and television shows (25.4%), 937 e-books and e-comics (24.1%), 53 music items (1.3%), and 4 e-magazines (0.1%).

OTHER DIGITAL SERVICES

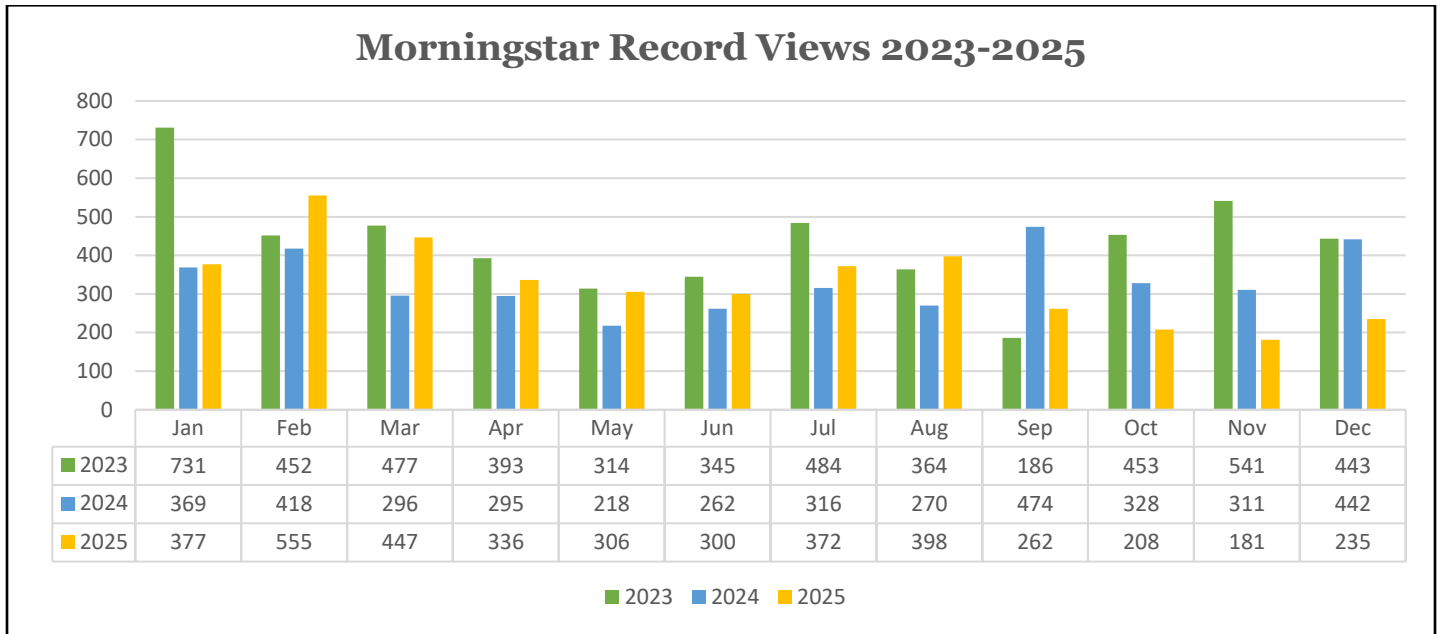
NewsBank



The 12,018 NewsBank page views in January were down 8.5% compared to the 13,129 page views in December 2025, but they were up 440.9% compared to the 2,222 page views that occurred in January 2025. NewsBank is one of the more consistently used offerings in our database collection.

OTHER DIGITAL SERVICES (CONTINUED)

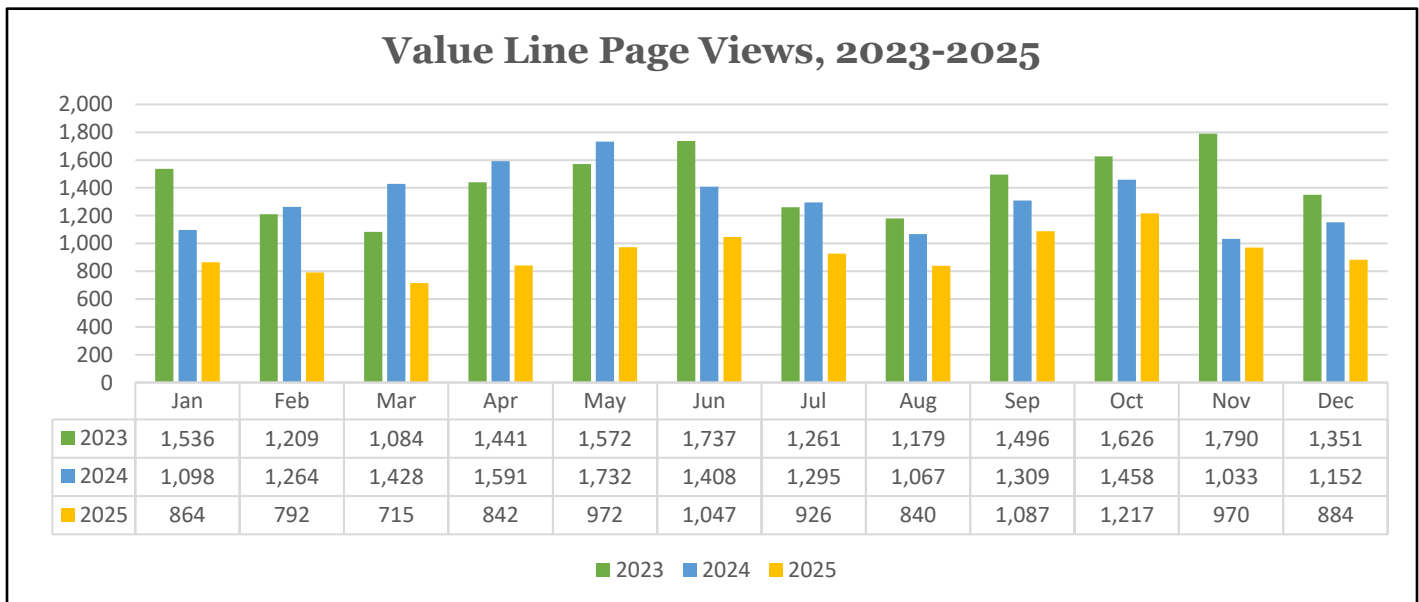
Morningstar



Our patrons viewed 235 Morningstar records in December. That usage was up 29.8% compared to the 181 records viewed in November 2025, but it was down 46.8% compared to the 442 records viewed in December 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 January, so we will include them in next month's board report.

Value Line



The 884 Value Line page views in December were down 8.9% compared to the 970 page views in November 2025, and they were also down 23.3% compared to the 1,152 page views that occurred in December 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 January, so we will include them in next month's board report.

ADDITIONAL STATISTICS

Gate Counts

Our total gate count for January was 17,632. Our busiest day was Saturday, January 24, with 787 patrons logged. We held a popular STEAMKids program, a well-attended Absolute Beginner's Ukulele Workshop, and Team Battelle Math Tutoring that day, and several groups used our conference rooms and the Doris Roberts Gallery.

Interlibrary Loans

In January, we received a total of 185 interlibrary loan requests from other libraries, and we sent 105 items to libraries during the month in response to their requests. We also sent 31 interlibrary loan requests to other libraries in January for our patrons, and we received 32 items from other libraries.

New Library Card Accounts

We created 472 new library card accounts in January. They included 295 resident cards, 111 reciprocal cards, 36 nonresident cards, 14 limited access cards, 10 reciprocal digital cards, 4 interlibrary loan accounts, 1 iCard, and 1 staff account.



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 2/10/2026

Agenda Category: Approval of Bills

Prepared By: Christopher Nulph, Library Manager

Subject

January 1, 2026 through January 31, 2026 Claims for Payment

Department

Parks & Public Facilities

Recommended Motion

Move to approve the January 1, 2026 through January 31, 2026 claims for payment.

Summary

This is a review and approval of the January 1, 2026 through January 31, 2026 claims for payment.

Attachments

1. Library Payroll - January 2026
2. COR Library Voucher Listing - January 2026
3. January 2026 Claims for Payment

CITY OF RICHLAND

LIBRARY EXPENDITURE

January 2026

Month/Year

PAY PERIODS: From December 29, 2025 to January 25, 2026

GROSS SALARIES \$ 113,589.25

	Gross Wages	Total
WEEK OF: <u>1/15/26</u>	<u>56,188.10</u>	<u>56,188.10</u>
WEEK OF: <u>1/29/26</u>	<u>57,401.15</u>	<u>57,401.15</u>
WEEK OF: _____	_____	_____
TOTAL	<u>113,589.25</u>	<u>113,589.25</u>



Library Voucher Listing

Begin Date: 1/1/2026

End Date: 1/31/2026

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		TECH LOGIC		INV21004031	1/28/2026	343931	CIRC IT SUITE LICENSE 2/1/26-1/31/27	\$869.60
K8188700/3583		TECH LOGIC		INV21004057	1/28/2026	343931	SPAD ANTENNA/READER HARDWARE RENEWAL 2026	\$188.92
K8188700/3583		TODAYS BUSINESS		19358	1/28/2026	343934	PC/PRINT MANAGEMENT ANNUAL RENEWAL	\$2,794.95
K8188700/3583		SPRINGSHARE LLC		26-R1126	1/21/2026	343686	LIB - LIBCAL 5/5/5 1/2026- 12/2026	\$1,279.40
K8188700/3583		OCLC INC	22600074	1000478090	1/28/2026	343905	OCLC CATALOGGING 2026 SUBSCRIPTION, Contract 359-2	\$15,986.31
K8188700/3583		ENVISIONWARE INC	22600076	INV-US-78392	1/28/2026	343856	1 YR MAINT - AUTOMATED BOOK RETURN	\$9,057.00
K8188700/3583		SPRINGSHARE LLC	22600078	25-R7472	1/28/2026	343928	1 YR PATRON POINT SUBSCRIPTION	\$9,239.50
SOFTWARE-LICENSING & UPGRADES TOTAL:								\$39,415.68
SOFTWARE-LICENSING & UPGRADES - YTD INFORMATION								
BUDGET: \$110,598.00			YTD ACTUAL: \$91,688.75			YTD % USED: 82.90%		
INFORMATION TECHNOLOGY TOTAL:								\$39,415.68
K8721000/3102		ACOUSTICAL CEILINGS	22500957	6213	1/9/2026	343254	LIBRARY - Teen Space - Acoustical Ceiling	\$1,815.29



Library Voucher Listing

Begin Date: 1/1/2026

End Date: 1/31/2026

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
K8721000	3102	AMAZON		TXN00090698	1/31/2026	0	SUPPLIES - BADGE HOLDER	\$32.59
OPERATING SUPPLIES & MATERIALS TOTAL:								\$1,847.88
OPERATING SUPPLIES & MATERIALS - YTD INFORMATION								
BUDGET: \$34,200.00			YTD ACTUAL: \$31,549.46			YTD % USED: 92.25%		
K8721000	4117	SPORTSENGINE INC		64942	1/16/2026	343541	BACKGROUND CHECKS: LIBRARY (8)	\$148.00
K8721000	4117	MOON SECURITY SERVIC		7619714	1/28/2026	343897	FIRE/SAFETY MONITORING JAN 2026	\$160.99
K8721000	4117	CI INFORMATION MANAG		0192127	1/16/2026	343499	64 GALLON - RECURRING SHRED (2)	\$115.50
EXPERT SERVICES TOTAL:								\$424.49
EXPERT SERVICES - YTD INFORMATION								
BUDGET: \$3,250.00			YTD ACTUAL: \$2,706.41			YTD % USED: 83.27%		
K8721000	4201	VERIZON WIRELESS		6131416812	1/9/2026	343362	Verizon Wireless NASPO - December 2025	\$78.66
K8721000	4201	FRONTIER		1/26 509/943-3152	1/14/2026	343402	TELEPHONE 1/1/2026- 1/31/2026 509/943-3152	\$1,123.39
K8721000	4201	FRONTIER		1/26 206/188-2614	1/14/2026	343403	TELEPHONE 1/1/2026- 1/31/2026 206/188-2614	\$53.73
K8721000	4201	VERIZON WIRELESS	22500470	6133020426	1/28/2026	343940	150-25 VERIZON HOTSPOTS - LIBRARY	\$2,382.19



Library Voucher Listing

Begin Date: 1/1/2026

End Date: 1/31/2026

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
K8721000	4201	VERIZON WIRELESS		6133925202	1/28/2026	343940	Verizon Wireless NASPO - January 2026	\$78.66
TELEPHONE & COMM SVCS TOTAL:								\$3,716.63
TELEPHONE & COMM SVCS - YTD INFORMATION								
BUDGET: \$24,330.00			YTD ACTUAL: \$24,116.96			YTD % USED: 99.12%		
K8721000	4202	PITNEY BOWES PURCHAS		DECEMBER 25 POSTAGE	1/23/2026	343754	Postage 12/01/25 - 12/31/25	\$329.61
POSTAGE TOTAL:								\$329.61
POSTAGE - YTD INFORMATION								
BUDGET: \$5,000.00			YTD ACTUAL: \$3,911.79			YTD % USED: 78.24%		
K8721000	4301	HAFFNER, MICHELLE		OCT-DEC 2025 - LIBRA	1/16/2026	343519	REIMB OCT-DEC 2025 MILEAGE	\$141.75
K8721000	4301	LIGHTFOOT, GAVIN		DECEMBER 2025- LIBRAR	1/16/2026	343533	REIMB DEC 2025 MILEAGE	\$6.44
K8721000	4301	TALBOTT, JOHANNA		OCT-DEC 2025 - LIB	1/16/2026	343563	REIMB OCT-DEC 2025 MILEAGE	\$10.78
TRAVEL EXPENSES TOTAL:								\$158.97
TRAVEL EXPENSES - YTD INFORMATION								
BUDGET: \$21,000.00			YTD ACTUAL: \$22,552.47			YTD % USED: 107.39%		
K8721000	4504	KELLEY CREATE CO		40873621	1/9/2026	343310	AGMNT 112-3056730-000 (3) PRINTER DEC 25 USAGE	\$420.67



Library Voucher Listing

Begin Date: 1/1/2026

End Date: 1/31/2026

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
	K8721000/4504	XEROX CORP		024904311	1/28/2026	343946	7HB-469027 JANUARY 2026 BASE CHARGE	\$10.87
COPIER/FAX LEASE RENTAL MAINT TOTAL:								\$431.54
COPIER/FAX LEASE RENTAL MAINT - YTD INFORMATION								
BUDGET: \$14,145.00			YTD ACTUAL: \$14,875.91			YTD % USED: 105.17%		
	K8721000/4601	WASHINGTON CITIES IN		200747	1/30/2026	10883	2026 WCIA INSURANCE ASSESSMENT	\$2,064.00
	K8721000/4601	WASHINGTON CITIES IN		200747	1/30/2026	10883	2026 WCIA INSURANCE ASSESSMENT	\$67,675.00
INSURANCE TOTAL:								\$69,739.00
INSURANCE - YTD INFORMATION								
BUDGET: \$67,627.00			YTD ACTUAL: \$68,590.00			YTD % USED: 101.42%		
LIBRARY ADMINISTRATION TOTAL:								\$76,648.12
	K8722100/3401	MIDWEST TAPE		508251166	1/9/2026	343318	LIBRARY DATABASE - HOOPLA DEC 25 USAGE	\$7,055.86
	K8722100/3401	INGRAM INDUSTRIES IN		93180612	1/9/2026	343301	LIBRARY MATERIALS - PHYSICAL COLLECTION 12/26/25	\$47.27
	K8722100/3401	ATOZDATABASES		144223	1/28/2026	343775	AtoZ DATABASE SUBSCRIPTION 12/14/25- 12/13/26	\$1,620.00
	K8722100/3401	VALUE LINE PUBLISHIN		KF-194560-261	1/28/2026	343939	DATABASE - VALUELINE RESEARCH 1/26-12/26	\$4,950.00
	K8722100/3401	PROQUEST LLC		70920874	1/28/2026	343914	LIB DATABASE HERITAGE QUEST	\$1,200.41
	K8722100/3401	SECRETARY OF STATE		3006	1/28/2026	343924	2026 WDLC ANNUAL BILLING	\$54,520.27



Library Voucher Listing

Begin Date: 1/1/2026

End Date: 1/31/2026

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
K8722100/3401		CENTER POINT		2215087	1/14/2026	343385	LIBRARY MATERIALS - LARGE PRINT	\$920.47
K8722100/3401		INGRAM INDUSTRIES IN		93249562	1/14/2026	343414	LIBRARY MATERIALS - PHYSICAL COLLECTION	\$56.70
K8722100/3401		INGRAM INDUSTRIES IN		93249563	1/14/2026	343414	LIBRARY MATERIALS - PHYSICAL COLLECTION	\$1,251.60
K8722100/3401		INGRAM INDUSTRIES IN		93249564	1/14/2026	343414	LIBRARY MATERIALS - PHYSICAL COLLECTION	\$48.77
K8722100/3401		INGRAM INDUSTRIES IN		93286656	1/14/2026	343414	LIBRARY MATERIALS - PHYSICAL COLLECTION	\$238.54
K8722100/3401		INGRAM INDUSTRIES IN		93444690	1/14/2026	343414	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/5/26	\$1,475.04
K8722100/3401		INGRAM INDUSTRIES IN		93490247	1/14/2026	343414	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/6/26	\$522.65
K8722100/3401		INGRAM INDUSTRIES IN		93490248	1/14/2026	343414	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/6/26	\$393.65
K8722100/3401		THE GALE GROUP		999101767179	1/14/2026	343384	LIBRARY MATERIALS - LARGE PRINT COLLECTION	\$343.92
K8722100/3401		THE GALE GROUP		999101767178	1/14/2026	343384	LIBRARY MATERIALS - LARGE PRINT COLLECTION	\$218.41
K8722100/3401		THE GALE GROUP		999101767181	1/14/2026	343384	LIBRARY MATERIALS - LARGE PRINT COLLECTION	\$154.03
K8722100/3401		BOOKPAGE		S87522	1/14/2026	343380	BOOKPAGE PRINT 1/1- 12/31/26 SUBSCRIPTION	\$754.38
K8722100/3401		KANOPY LLC	22600077	KDEP-25227	1/28/2026	343878	KANOPY 2026 SUBSCRIPTION	\$8,696.00
K8722100/3401		EBSCO	22600073	91011036620	1/28/2026	343855	EBSCO ONLINE LEARNING LIB 2026 SUBSCRIPTION	\$12,382.02



Library Voucher Listing

Begin Date: 1/1/2026

End Date: 1/31/2026

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
K8722100/3401		NEWSBANK INC	22600075	RN2010580	1/28/2026	343902	NEWSBANK SUBSCRIPTION	\$12,448.32
K8722100/3401		OVERDRIVE		01452CO26004797	1/28/2026	343907	LIBRARY MATERIALS - E/AUDIOBOOK COLLECTION 1/7/26	\$277.13
K8722100/3401		OVERDRIVE		01452CO26015731	1/28/2026	343907	LIBRARY MATERIALS - E/AUDIOBOOK 1/20/26	\$121.74
K8722100/3401		OVERDRIVE		01452CO26015796	1/28/2026	343907	LIBRARY MATERIALS - E/AUDIOBOOK COLL 1/20/26	\$3,800.82
K8722100/3401		INGRAM INDUSTRIES IN		93688464	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/13/26	\$297.00
K8722100/3401		INGRAM INDUSTRIES IN		93854634	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECITON 1/20/26	\$581.89
K8722100/3401		INGRAM INDUSTRIES IN		93854633	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/20/26	\$283.45
K8722100/3401		INGRAM INDUSTRIES IN		93854632	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/20/26	\$1,056.70
K8722100/3401		INGRAM INDUSTRIES IN		93678834	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/13/26	\$297.78
K8722100/3401		INGRAM INDUSTRIES IN		93519639	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/7/26	\$457.16
K8722100/3401		INGRAM INDUSTRIES IN		93525311	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/7/26	\$146.93
K8722100/3401		INGRAM INDUSTRIES IN		93525312	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/7/26	\$25.37



Library Voucher Listing

Begin Date: 1/1/2026

End Date: 1/31/2026

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
K8722100/3401		INGRAM INDUSTRIES IN		93589650	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/9/26	\$1,149.77
K8722100/3401		INGRAM INDUSTRIES IN		93727137	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/14/26	\$357.42
K8722100/3401		INGRAM INDUSTRIES IN		93648652	1/28/2026	343874	LIBRARY MATERIALS - PHYSICAL COLLECTION 1/12/26	\$1,749.65
K8722100/3401		AMAZON		TXN00090064	1/31/2026	0	COLLECTION DEVELOPMENT	\$153.65
K8722100/3401		MIDWEST TAPE		TXN00090137	1/31/2026	0	LIBRARY MATERIALS - AV COLLECTION	\$160.74
K8722100/3401		AMAZON		TXN00090152	1/31/2026	0	LIBRARY MATERIALS - BOARD GAME COLLECTION	\$146.27
K8722100/3401		AMAZON		TXN00090232	1/31/2026	0	LIBRARY MATERIALS - BOARD GAME COLLECTION	\$54.32
K8722100/3401		AMAZON		TXN00090423	1/31/2026	0	COLLECTION DEVELOPMENT - WA BIRD GUIDE	\$36.78
K8722100/3401		AMAZON		TXN00090505	1/31/2026	0	PROCESSING SUPPLIES - RUBBERBANDS	\$42.33
K8722100/3401		MIDWEST TAPE		TXN00090540	1/31/2026	0	LIBRARY MATERIALS - AV COLLECTION	\$837.95

LIBRARY RESOURCES TOTAL: \$121,333.16

LIBRARY RESOURCES - YTD INFORMATION

BUDGET: \$424,700.00

YTD ACTUAL: \$419,582.46

YTD % USED: 98.80%

LIBRARY PUBLIC SERVICE TOTAL: \$121,333.16

LIBRARY NON-FACILITIES TOTAL: \$237,396.96



Library Voucher Listing

Begin Date: 1/1/2026

End Date: 1/31/2026

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		12/2025 DEC	1/22/2026	50021	CITY UTILITY BILLS/DEC 2025	\$3,091.28
UTILITIES TOTAL:								\$3,091.28
UTILITIES - YTD INFORMATION								
BUDGET: \$57,000.00			YTD ACTUAL: \$50,849.33			YTD % USED: 89.21%		
LIBRARY FACILITIES TOTAL:								\$3,091.28



RICHLAND PUBLIC LIBRARY

CERTIFICATION OF CLAIMS FOR PAYMENT

JANUARY 2026

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 \$ 350,986.21 this 10th day of February, 2026.

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

Voucher Listings	Amount
January 01, 2026 thru January 31, 2026	\$237,396.96

Transfer Advice (Salaries)

Salaries for the weeks of: December 29, 2025 thru January 25, 2026	\$113,589.25
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MONTHLY EXPENSES \$350,986.21

Comments: COR Library Voucher Listing
COR Library Expenditure

LIBRARY BOARD MEMBERS SIGNATURES (3 Signatures Required for Signoff)

PRINT NAME

SIGNATURE

1.	1.	
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2.	2.	
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3.	3.	
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LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 2/10/2026

Agenda Category: Unfinished Business

Prepared By: Christopher Nulph, Library Manager

Subject

Recruiting Library Board Members

Department

Parks & Public Facilities

Recommended Motion

Discussion only.

Summary

When a board, commission, or committee has a vacancy available, City of Richland staff promote vacancies through multiple channels. This process includes recruitment flyers inserted in utility bills (January and July), the City website and all City social media platforms, the Richland Chamber of Commerce and partner agencies, and the Board, Commission, and Committee Vacancy web page on the City of Richland's website. Additionally, Communications and Marketing displays current vacancies on the screen prior to the Council meetings.

Included for discussion is a draft of a job description that staff and board members can provide to the public that may be interested in joining the Richland Public Library Board of Trustees.

Attachments

- I. Library Board Recruitment

Richland Public Library Board of Trustees Information

The Richland Public Library (RPL) opened in 1951 and is celebrating its 75th anniversary in 2026. From the beginning, the library has been an essential part of the Richland community. Within the first few months of Library operation, so many books were checked out that the library had to close to order more materials.

The library continues to be a vital service to the community providing traditional book and digital collections, robust programming for babies, children, teens and adults, and a library of things such as Wi-Fi hotspots, board games and outdoor play equipment.

The Richland Public Library operates with the advice of a five-member Board of Trustees. Each trustee serves a five-year term and can be reappointed to a second five-year term. Every year in July Richland Public Library solicits applications for a Library Trustee.

Key Responsibilities and Duties

- **Policy Reviews:** Review new and revised policies for library services and provide feedback.
- **Fiscal Oversight:** Examine monthly library purchases, bills, and employee salaries and approve them for payment.
- **Planning:** Provide a community perspective and insight into strategic planning and action planning activities.
- **Community Advocacy:** Act as a liaison between the public and the library, promoting the library's value to the community.
- **Legal Compliance:** Ensuring compliance with the [Open Public Meetings Act \(OPMA\) requirements](#).

Expectations

- **Meetings:** Attend monthly meetings, special sessions, and read the prepared information packet prior to meetings. Come prepared to discuss items on the meeting agenda.
- **Committees:** Participate with liaison responsibilities between the RPL Board of Trustees and Friends of the Library or the Library Foundation.

Qualifications and Appointment

- **Appointment:** Richland Public Library Trustees applicants are interviewed by the Library Director, a member of City Council, and the chair of the Library Board. The applicant is appointed by Richland City Council.
- **Term:** Serve a 5-year term.
- **Skills:** Willingness to work cooperatively, advocate for the library, and understand community needs.

Come be a part of this important community resource. Download an application here:

<https://www.richlandwa.gov/government/advisory-boards-commissions-and-committees/library-board>



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 2/10/2026

Agenda Category: New Business

Prepared By: Christopher Nulph, Library Manager

Subject

Library Board Presentation to City Council

Department

Parks & Public Facilities

Recommended Motion

Discussion only.

Summary

In compliance with RCW 27.12.260 Annual Report of Trustees, the library board will present their annual report to City Council once a final draft has been approved by the board. The first draft is included for discussion.

Attachments

- I. 2026 Library Board Council Presentation



Board of Trustees 2025 Operating Report



Our Board of Trustees

Cara Hernandez, Chair

Tyler Pickel, Vice-Chair

Karen Buxton, Member

Darci Fisher, Member

Linda Isakson, Member

TBD, City Council Liaison



**Special thanks to the Friends of the Library
and the Library Foundation for continued
support and Board collaboration!**



Community Engagement





Community Engagement Highlights

Add the COR Marketing video to this slide!





2025 Community Engagement

Output	2024 Total	2025 Total	Trend
Program and Outreach Activities	973	1,031	+ 5.96%
Program and Outreach Attendees	51,354	48,245	- 6.05%
Reading Challenge Participants	2,598	2,405	- 7.4%
Social Media Followers	8,994	10,107	+ 12.4%
Lobby Exhibits	42	48	+ 14.3%
Gate Count	207,023	224,100	+ 8.2%





Technical Services Highlights

- Implemented a new reciprocal borrowing program in partnership with four other regional libraries.
- Doubled our hot spot inventory without increasing our service costs by switching vendors.
- Launched a redesigned Richland Public Library website that is easier for patrons to navigate.
- Added Rosetta Stone, a popular language learning resource.
- Added an Adult Languages collection featuring Spanish books.
- Added outdoor recreation games and Yoto players to the Experience Library.

NEW DIGITAL RESOURCE 

Learn Up to 24 Different Languages
With Rosetta Stone Library Solution

CLICK HERE

 **RICHLAND PUBLIC LIBRARY**

**EXPAND YOUR LIBRARY WORLD!
RECIPROCAL BORROWING AGREEMENT**

Richland residents can now get free library cards at the following libraries:

- Richland Public Library
- Mid-Columbia Libraries
- Walla Walla County Rural Library District
- Walla Walla Public Library
- Columbia County Rural Library District

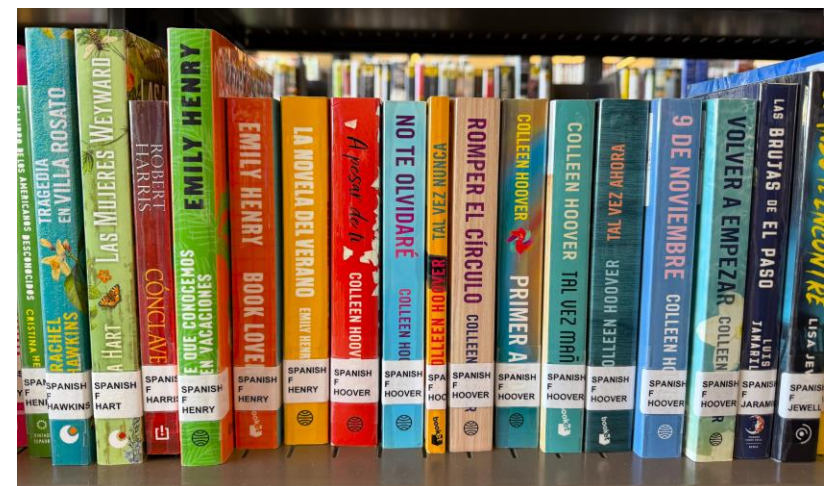
For more details, visit myrichlandlibrary.org



Richland Public Library · myrichlandlibrary.org · 509.942.7454

2025 State of the Collection

- 158,577 physical items in the collection
- 9,743 physical items added in 2025
- 217,437 digital holdings (Hoopla, Libby, and Kanopy)
- 376,014 total physical and digital holdings
- 20 paid subscription databases





2025 Circulation Statistics

Output	2024 Total	2025 Total	Trend
Physical Circulation & Renewals	654,946	663,690	+ 1.3%
Digital Circulation	223,511	232,281	+ 3.9%
Total Circulation	878,457	895,971	+ 2.0%
Holds Filled	42,591	44,982	+ 5.6%
Interlibrary Loans Sent	1,041	971	- 6.7%
Interlibrary Loans Received	278	307	+ 10.4%
Database Usage	82,597	153,543	+ 85.9%





User Experience Highlights

- Completed construction of “The Lawn,” which features an amphitheater, seating spaces, and a tree-shaded reading area.
- Installed two new self-checkout stations, replacing higher cost and less efficient models.
- Replaced our PC/print management system with a less costly and more reliable vendor.
- Replaced lobby furniture.
- Added new features to our app such as Mobile Checkout.
- Updated our statistic tracking method in partnership with IT, reducing staff time to manage these statistics.





2025 General Statistics

Output	2024 Total	2025 Total	Trend
New Library Cards	4,084	5,002	+ 22.5%
Meeting Room Uses	1,021	1,235	+ 21.0%
Study Room Uses	2,018	2,237	+ 10.9%
PC Sessions	21,165	27,242	+ 28.7%
Volunteer Hours	4,782	5,235	+ 9.5%
Wi-Fi Session Uses	96,639	129,393	+ 33.9%





2025 Finances

Summary of Year:

- Total Expenditures: \$2,896,550.81
 - General Fund Budget: \$2,964,088
 - Rollover: \$20,321
 - Grants: \$6,000
- End-of-Year Balance: \$83,894.51

The estimated value of Library services utilized by residents in 2025 amounts to more than **\$13,000,00!**

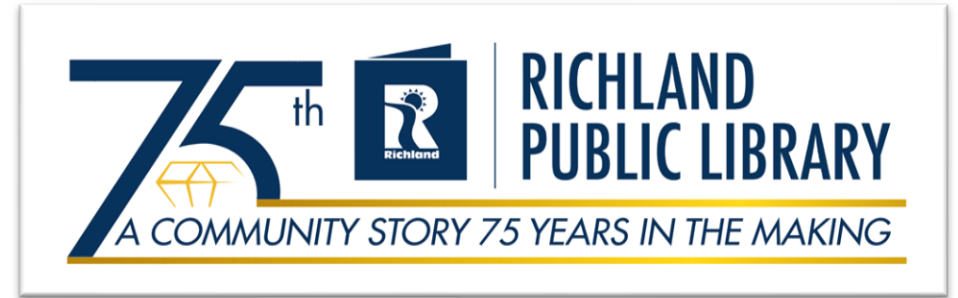
Notable Expenditures:

- Total Collections: ~\$424,700
 - Physical Collections: ~\$195,000
 - Digital Collections: ~\$229,700
- Staff Salaries and Benefits: \$1,505,559.40





2026 Action Plan Items



- Celebrate the Library’s 75th anniversary with community events; book displays, bulletin boards, and book lists; and a unique Summer Reading Program theme.
- Implement improved registration, notice, and newsletter service.
- Hold a grand opening event for “The Lawn,” and develop programs utilizing this new space. Apply for a State grant to support the addition of playground equipment to this space.
- Continue—and make indefinite—the reciprocal borrowing connection with area libraries.
- Identify the next Experience Library addition.
- Improve interlibrary loan processes to streamline this popular service.
- Continue building a culture of teamwork and shared support among Library staff.
- Plan library space for the next 10 years, including collection shelving, service desks, and program supply storage.



**Thank
you for
your
support!**

