

City of Richland Resolution No. 100-20 temporarily designates virtual locations for all municipal meetings. This meeting will be held remotely via Zoom. Members of the public may attend this meeting by selecting the Zoom link or by calling the phone numbers provided.



Agenda
Library Board Meeting
Tuesday, June 8, 2021
Join the Zoom meeting [here](#)
Public Telephone Access: (206) 337-9723 or (253) 215-8782
Meeting ID No. 974 2873 2704

Board Members: Chair Maier, Vice-Chair Booth and Board Members Buxton, Lightner and Lunstad

Staff Liaison: Interim Library Manager Barnaby

Regular Meeting - 5:30 p.m.

Call to Order/Attendance:

Introduction of Guests:

Approval of Agenda: (Approved by Motion)

Approval of Minutes: (Approved by Motion)

Draft of May 11, 2021 Library Board Meeting Minutes

Report of the Library Manager:

1. June 2021 Library Manager's Report
 - Theresa Barnaby , Interim Library Manager
2. June 2021 Library Statistics
 - Theresa Barnaby , Interim Library Manager

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

Approval of Bills: (Approved by Motion)

1. Approval of Bills for May 1, 2021 through May 31, 2021
 - Theresa Barnaby , Interim Library Manager

Unfinished Business:

New Business:

Agenda Items for Upcoming Board Meeting:

1. RPL Policy Change: Check Out Limits and Damage to Library Property
 - Theresa Barnaby , Interim Library Manager

Adjournment

The next Library Board Meeting is Tuesday, July 13, 2021

Richland Public Library is ADA accessible with special parking and access available at the entrance facing Northgate Drive. 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 942-7389.



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/8/2021

Agenda Category: Approval of Minutes

Prepared By:

Subject:

Draft of May 11, 2021 Library Board Meeting Minutes

Department:

Parks & Public Facilities

Recommended Motion:

Move to approve the 05-11-21 meeting minutes.

Summary:

The draft of 05-11-21 Library Board Meeting Minutes are included for consideration.

Attachments:

1. 2021.05.11 Library Board Meeting Minutes



MINUTES

Richland Public Library Board

Public Telephone Access: (206)337-9723 or (253)215-8782

Meeting ID No. 974 2873 2704

May 11, 2021, 5:30 – 6:30 PM

CALL TO ORDER:

CHAIR MAIER CALLED THE MEETING TO ORDER AT APPROXIMATELY 5:32 P.M.

ATTENDANCE:

CHAIR MAIER, VICE-CHAIR BOOTH, BOARD MEMBERS BUXTON, LIGHTNER, AND LUNSTAD WERE PRESENT. ALSO PRESENT WERE COUNCIL LIAISON KENT, INTERIM LIBRARY MANAGER BARNANY, PARKS AND PUBLIC FACILITIES DIRECTOR SCHIESSL, LIBRARY MANAGER CAMPBELL HIME AND ADMINISTRATIVE ASSISTANT BARADA.

APPROVAL OF AGENDA:

BOARD MEMBER BUXTON MOVED AND VICE-CHAIR BOOTH SECONDED THE MOTION TO APPROVE THE AGENDA AS IS. THE MOTION CARRIED 5-0.

APPROVAL OF MINUTES:

CHAIR MAIER ASKED FOR A MOTION TO APPROVE THE MINUTES OF THE APRIL 13, 2021 MEETING. BOARD MEMBER LUNSTAD MOVED AND BOARD MEMBER BUXTON SECONDED THE MOTION TO APPROVE THE MINUTES OF APRIL 13, 2021 AS IS. THE MOTION CARRIED 5-0.

REPORT OF THE LIBRARY MANAGER:

Interim Library Manager Barnaby stated things at the library are starting to get back to normal. Children's Librarian Kelly Reed has been leading story time at the Fingernail in Howard Amon Park.

The Friends are looking into storage space due to the amount of donations they are receiving.

PUBLIC COMMENTS:

Library Manager Campbell Hime shared some of the report she has been preparing for RPL. She also said her final goodbye to the Board.

APPROVAL OF BILLS:

BOARD MEMBER LIGHTNER MOVED AND BOARD MEMBER BUXTON SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR MAY 2021 IN THE AMOUNT OF \$168,456.93. THE MOTION CARRIED 5-0.

UNFINISHED BUSINESS:

There were no unfinished business items on the agenda.

NEW BUSINESS:

1. Interim Library Manager Barnaby discussed how RPL works with the different departments within the City. RPL and RCC work closely and lend help in any way they can to each other.

AGENDA ITEMS FOR UPCOMING BOARD MEETING:

1. RPL Policy Change: Check Out Limits and Damage to Library Property

ADJOURNMENT:

CHAIR MAIER ADJOURNED THE MEETING AT 6:14 P.M.

Prepared and submitted by Kylie Barada, Administrative Assistant

Minutes Approved by: _____
Kurt Maier, Library Board



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/8/2021

Agenda Category: Report of the Library Manager

Prepared By: Theresa Barnaby , Interim Library Manager

Subject:

June 2021 Library Manager's Report

Department:

Parks & Public Facilities

Recommended Motion:

Discussion only.

Summary:

The Library Manager's June report is included for discussion.

Attachments:

1. 2021.06.08 Library Manager's Report

Manager's Report

Friends of the Library

The Friends shifted their May meeting to June 7, so nothing to report yet from them.

Foundation

The Foundation is meeting Saturday June 5 to discuss funding all our Hotspots – the original 10 and the added 20 from our grant.

State of Library Services

This week (June 1) we started adding back a few chairs in the building. The Orchid chairs are back in the lobby. Later this week we will be adding two or three of the Children's tables and a few chairs for each table. We'll also start adding a chair at some of the tables upstairs. We've dropped our 30-minute maximum in the building as well as our quarantine. The sorter is up and running so returns are moving very quickly.

Following City policy, we are now allowing people who are fully vaccinated to be in the building without a mask. This is on an honor system since no city staff are checking vaccine cards.

I anticipate that by mid-July we will be operating under new hours. We are looking at expanding our Monday-Thursday hours to 7pm and adding in our 10-5 Saturday schedule. I do not see us adding back our 7-9pm evening hours and our Sunday hours until we are able to schedule meeting rooms again. We think that will be after Labor Day, but until the state guidelines for libraries are officially updated, we are not sure where we stand.

Next week we anticipate upping our computer time from 30 minutes a day to 60 minutes. We will still observe a strict no extensions policy and keep to the 6 computers we currently have available.

We hope to start taking credit/debit cards at the front desk this week and soon after get our cash drawers back in the building.

Summer Reading Program begins June 7 with signups ready to go this week. We have a hybrid SRP this year with most programs online or passive programming and a few that are planned for outside the library and in the parks.

Staff continues to do an excellent job in coping with the changes and uncertainties in the library world right now, and our patrons tell us daily how happy they are to be back in the building.

Thank you,
Theresa



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/8/2021

Agenda Category: Report of the Library Manager

Prepared By: Theresa Barnaby , Interim Library Manager

Subject:
June 2021 Library Statistics

Department:
Parks & Public Facilities

Recommended Motion:
Discussion only.

Summary:
Staff will discuss the attached statistics regarding library curbside and resource use.

Attachments:
1. 2021.06.08 Library Statistics

RICHLAND PUBLIC LIBRARY

May 2021 Statistics Report for the June 8 Board Meeting



SUMMARY

The Richland Public Library continued to provide both in-person services and curbside pickup appointments in May. The library was open to the public from 10 a.m. to 6 p.m. on Mondays through Thursdays, and from 10 a.m. to 5 p.m. on Fridays. Curbside appointments were available from 12 to 6 p.m. on Mondays through Thursdays, and from 12 to 5 p.m. on Fridays.

In response to new Covid-19 guidelines from Governor Inslee, we are no longer quarantining returned items before processing. We anticipate that the library's services will be expanding this summer as pandemic restrictions are eased.

Children's Services Librarian Kelly Reed has been holding weekly in-person story times for children and families from 10 to 10:45 a.m. on Thursdays at the Fingernail in Howard Amon Park, and many families have expressed their appreciation. Kelly has also been recording new *Story Time with Miss Kelly* videos that are posted twice weekly on social media, and Adult Services Librarian Gavin Lightfoot has begun to record *Book Tasting with Gavin* videos featuring selected books from the library's collection.

Our Summer Reading Program will begin on June 7 and will run through August 23. We will be offering reading activities and rewards for patrons of all ages, from babies to adults. Patrons will be asked to log their reading minutes, and they can submit book reviews and complete other activities for additional entries into the grand prize drawings. We have been publicizing the upcoming program through library displays and decorations, social media posts, and our popular design-a-bookmark contest. The Friends of the Richland Library generously provided funding for the Beanstack app we will be using, and paper options will also be available.



APRIL 16 THROUGH MAY 15

- Total Circulation: 41,595 items
- Physical Items Checked Out: 27,844
- Digital Items Checked Out: 13,751
- Hoopla Circulation: 2,243 items
- Kanopy Circulation: 12,528 minutes
- Overdrive Circulation: 11,085 items
- Mango: 65 sessions
- New Patrons: 92

CHILDREN'S ACTIVITIES

Story Time at the Fingernail

Summertime weather has arrived, and Children's Services Librarian Kelly Reed has continued to hold in-person story times from 10 to 10:45 a.m. on Thursdays at the Fingernail Stage in Howard Amon Park. Library Assistant Alyssa Uretsky-Pratt has been helping with these events. Families are encouraged to bring blankets or chairs, and we also have hula hoops and foam seats for kids who want to sit in the front.

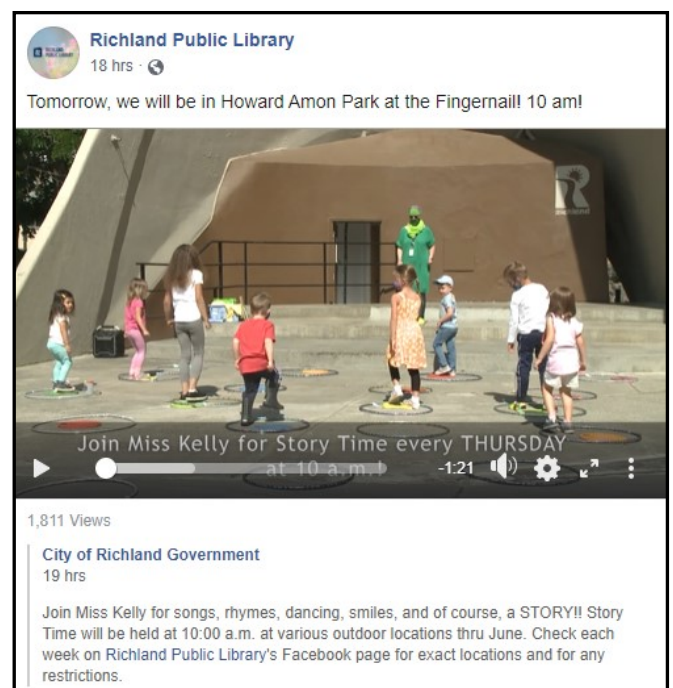
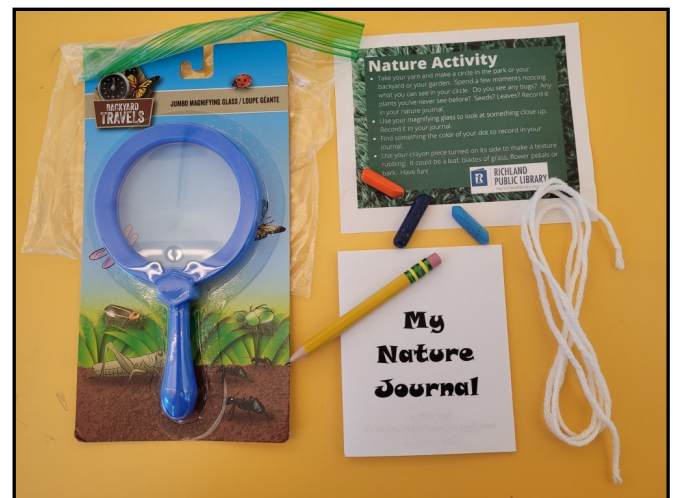
On May 27, Kelly and Alyssa were joined by friends from one of our community partners, The Children's Reading Foundation of the Mid-Columbia. That group gave away about 100 books during the story time. Thirty-seven children and 25 adults attended.

Children's Activity Kits

Each story time at the park typically includes an activity. During one story time, children were invited to wrap masking tape sticky side out around their wrists and make "nature bracelets" using leaves and other natural objects they found in the park. At another story time, children were given supplies and instructions for a simple ocean craft to do at home.

For the May 17 story time, Kelly and Alyssa handed out kits that contained a magnifying glass, a piece of yarn, crayons, a pencil, a nature journal, and instructions for a nature activity. Children were encouraged to make a circle on the ground with the yarn and to observe everything they found in the circle, including bugs, leaves, and seeds. Although the kits were geared toward preschoolers, older children also enjoyed them. We handed out 72 of these kits during story time and later at the library.

Supplies for these kits, including the magnifying glasses, were generously purchased by the Friends of the Richland Library. Their support of our programs is very much appreciated!



CHILDREN'S ACTIVITIES (CONTINUED)

Story Time with Miss Kelly Videos

Kelly has also continued to record *Story Time with Miss Kelly* videos that are posted to Facebook twice per week. By the end of May, we had 97 videos to view on Facebook at the following link.

<https://www.facebook.com/watch/140429522668223/592777207923073/>

This month, Kelly read several different picture books for her story time videos, including *Love Monster* by Rachel Bright; *Blue Chameleon* by Emily Gravett; *Sleep, Little One, Sleep* by Marion Dane Bauer; *Cyril and Pat* by Emily Gravett; *Bear Sees Colors* by Karma Wilson; *Naked* by Michael Ian Black; and *The Whole Green World* by Tony Johnson. Her story time videos also featured visits from therapy dogs Bella, Goldie, Jemma, and Phoenix.

Children's Book Lists

May is Asian/Pacific American Heritage Month. In recognition of this, Kelly and Library Assistant Martha Einan created lists of recommended children's books by Asian American and Pacific Islander authors and illustrators. The lists were then made into two-sided printable handouts to be posted on Facebook and handed out in the library. One handout features picture books, and another features chapter books and graphic novels.

**Richland Public Library**
May 12 at 4:10 PM · 🌐

The Asian/Pacific American Award for Literature (APAAAL) Awards honor and recognize individual work about Asian and Pacific Americans and their heritage, based on literary and artistic merit. Click the interactive link to see this year's award winners in the picture book category!

<https://view.genial.ly/.../interactive-content-apaal-awards-p...>

Asian/Pacific American Awards for Literature: Picture Books



Richland Public Library



Asian American/Pacific Islander PICTURE BOOKS



**Bee-bim Bop**
written by Linda Sue Park and illustrated by Ho Bark Lee (E PARK)
"A child, eager for a favorite meal, helps with the shopping, food preparation, and table setting."

**Bilal Cooks Daal**
written by Aisha Saeed and illustrated by Anousha Syed (E SAEED)
"Bilal and his father invite his friends to help make his favorite dish, daal, and all must wait patiently for it to be done."
Winner of the 2020 APAAAL Honor Award for picture books.

**Danbi Leads the School Parade**
written and illustrated by Anna Kim (E KIM)
"In this first story, Danbi learns to navigate her two cultures and realizes that when you open up your world to others, their world opens up to you."
Winner of the 2021 APAAAL Honor Award for picture books.

**Dear Juno**
written by Soyung Pak and illustrated by Susan Kathleen Hartung (E PAK)
"Although Juno, a Korean American boy, cannot read the letter he receives from his grandmother in Seoul, he understands what it means from the photograph and dried flower that are enclosed, and he decides to send a similar letter back to her."

**A Different Pond**
written by Bao Phi and illustrated by Thi Bui (E PHI)
"A powerful, honest glimpse into a relationship between father and son, and between cultures old and new."
Winner of the 2018 APAAAL Award for picture books, 2018 Caldecott Honor Book.

**Dim Sum for Everyone!**
written and illustrated by Grace Lin (E LIN)
"A child describes the various little dishes of dim sum that she and her family enjoy on a visit to a restaurant in Chinatown."

Dial-A-Story 942-7444 | myrichlandlibrary.org



Asian American/Pacific Islander PICTURE BOOKS



**Drawn Together**
written by Minh Lê and illustrated by Dan Santat (E LE MINH)
"When a young boy visits his grandfather, their lack of a common language leads to confusion, frustration, and silence. But as they sit down to draw together, something magical happens. With a shared love of art and storytelling, the two form a bond that goes beyond words."
Winner of the 2019 APAAAL Award for picture books.

**Eyes That Kiss in the Corners**
written by Joanna Ho and illustrated by Dung Ho (E HO)
"A young Asian girl realizes that her eyes are like her mother's, her grandmother's, and her little sister's. Drawing upon these powerful women in her life, she recognizes her own beauty and discovers a path to self love and empowerment."
2022 Washington Children's Choice Picture Book award nominee.

**Magic Ramen: The Story of Momofuku Ando**
written by Andrea Wang and illustrated by Kana Urbanowicz (J 641.822 WANG)
"For years, Ando Momofuku had dreamed about making a new kind of ramen noodle soup that was quick, convenient, and tasty to feed the hungry people he'd seen in line for a bowl on the black market following World War II. With persistence, creativity, and a little inspiration, Ando succeeded."

**The Name Jar**
written and illustrated by Yangsook Choi (E CHOI)
"A beautifully illustrated, engaging story about valuing your roots and your uniqueness."

**Paper Son: The Inspiring Story of Tyrus Wong, Immigrant and Artist**
written by Julie Leung and illustrated by Chris Sasaki (J 700.92 WONG LEUNG)
An inspiring picture book biography of animator Tyrus Wong, the Chinese American immigrant who brought Disney's Bambi to life.
Winner of the 2021 APAAAL Award for picture books.

**Queen of Physics: How Wu Chien Shiung Helped Unlock the Secrets of the Atom**
written by Teresa Robeson and illustrated by Rebecca Huang (J 530.092 WU ROBESON)
A nonfiction biography of Wu Chien Shiung, whose parents gave her a name meaning "courageous hero" and encouraged her love of learning and science in the early 1900s. Her talent in physics took her from her small hometown of Luhe to Nanjing and then the United States, where she became an exceptional physicist.
Winner of the 2020 APAAAL Award for picture books.

Dial-A-Story 942-7444 | myrichlandlibrary.org



FAMILY ACTIVITIES

Design-a-Bookmark Contest

Patrons enthusiastically submitted designs in early May for our Design-a-Bookmark Contest. Adult Services Librarian Gavin Lightfoot held this contest to help build excitement about our upcoming Summer Reading Program and to encourage patrons to participate.

Patrons were invited to draw, color, and submit bookmark designs to enter in the contest. All entries were due by Monday, May 10, and several library staff members volunteered to judge the entries.

Four winning designs were selected, and they have now been printed on bookmarks that we are handing out at the library to promote the Summer Reading Program. The bookmarks are available at the front desk. We are also displaying all of the entries on a bulletin board in the library.



Mother's Day Take-and-Make Kits

In May, we continued to hand out the Mother's Day take-and-make craft kits that Parks and Recreation Coordinator Lisa Adams and STEAMspace Coordinator Johanna Talbott put together. Each kit contained a ready-to-assemble birdhouse on a stick (to put in a plant) or a birdhouse with a string (to hang). It also contained paint for the birdhouse; card stock, stick-on decorations, and an envelope for a Mother's Day card; and bookmarks to decorate.

Star Wars Day Craft Kits

The City of Richland hosted a family-friendly Star Wars Day celebration on May 1 at John Dam Plaza. Johanna and Lisa put together a fun paper bag puppet craft activity for the event. Children could make Chewbacca and Grogu puppets using construction paper shapes, paper bags, and googly eyes. We handed out the remaining craft kits at the library after the event.



TEEN ACTIVITIES

Young Adult Book Recommendations

To celebrate Asian/Pacific American Heritage Month, Teen Services Librarian Michelle Haffner created a list of recommended YA Asian American Pacific Islander fiction books. The list is available from the library's website and social media accounts, and printed copies are being handed out in the library.

Johanna created an interactive graphic for Facebook featuring these and other recommended YA books by Asian American and Pacific Islander authors and illustrators. Patrons may easily click to place holds on the books, e-books, and audiobooks. The graphic can be viewed at the following link.

view.genial.ly/6095804556f2820d19ca7691/interactive-image-aapi-heritage-month-ya-authors

Teen Tuesday Posts

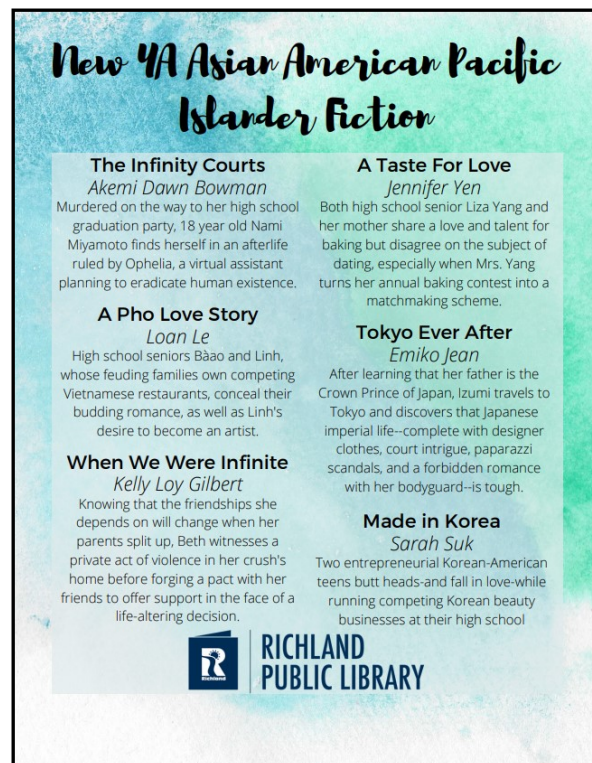
We continued to reach out to our teen patrons in May by sharing information and resources through the library's social media accounts.

On May 4, for Teen Tuesday, we posted to publicize "Your Light Is Needed Here," an event held by Richland High School that taught ways for people to help themselves and others regarding mental health.

We also shared a Facebook post from the Tri-Tech Skills Center to invite teens interested in drone technology to check into their Drone Manufacturing and Aviation program. That program helps to prepare students for careers in mechanical engineering, manufacturing design engineering, aerospace manufacturing, unmanned aviation piloting, and other fields.

Later in May, we posted about SYNC Audiobooks for Teens, which provides free audiobook downloads all summer long for teens age 13 and up. New titles will become available every week from April 29 through August 4, and they are delivered via Overdrive's Sora app. Each title must be downloaded during the week it is released, but the downloads remain available to keep. They are not checked out and returned like a regular Libby/Overdrive or Hoopla audiobook would be. For more information, including instructions, teens can visit the following website.

<https://www.audiofilemagazine.com/sync-faq/>



TEEN ACTIVITIES (CONTINUED)

Poet-Tree Display

To celebrate National Poetry Month in April, Michelle created a poetry-themed take-and-make kit for teens. Each kit provided teens with instructions and supplies for making paint chip poetry, magnet poetry, and redacted poems. She also included a list of recommended YA novels in verse, as well as some information about several different types of poems. We handed out these kits at the library in late April and early May.

To go along with the kits, Library Assistant Mary Brown-Elmore worked with Michelle to create a colorful Teen Poet-Tree bulletin board display for the library. Teens were asked to create paint chip poems using supplies from the take-and-make kits so we could display them on the Poet-Tree during the month of May.

By late May, several teens had brought in their paint chip poems to decorate the tree.



ADULT ACTIVITIES

Book Tasting with Gavin Videos

Gavin debuted a new series of videos this month called *Book Tasting with Gavin*. He will be filming monthly book reviews to highlight unique and interesting books that we have at the library. For his first video, he reviewed *Whatcha Mean, What's a Zine? The Art of Making Zines and Minicomics* by Mark Todd. He then demonstrated how to make a mini magazine, or "zine," using a sheet of 8.5- by 11-inch paper and a pair of scissors.

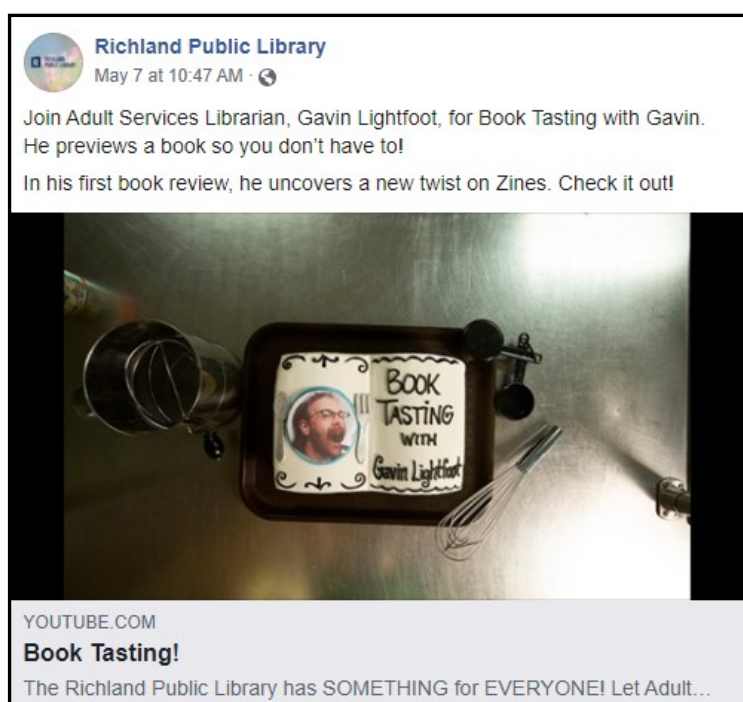
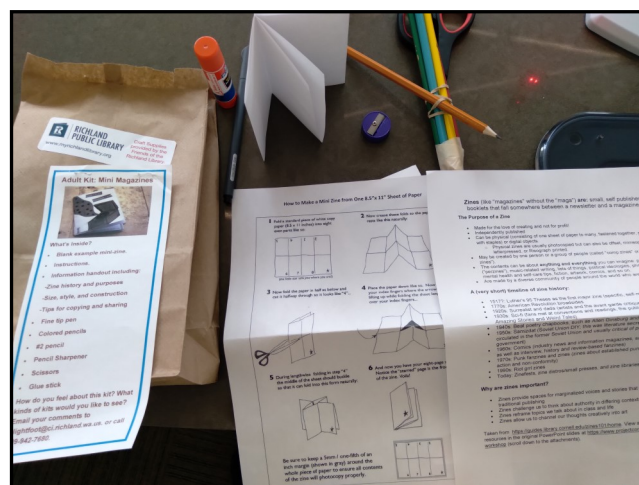
The video may be viewed on YouTube at the following link.

<https://www.youtube.com/watch?v=N9LjtABvIlw>

A Mid-Columbia news station, NBC Right Now, covered the launch of this new video series. They interviewed Gavin and featured the article on their [KNDO 23/KNDU 25](#) and KHQ6 News social media pages.

Mini Zine Take-and-Make Kits

To go with the theme of this month's video, Gavin created a Mini Zine Take-and-Make Kit with instructions and supplies for making a cool mini magazine out of an 8.5- by 11-inch sheet of paper. Each kit contained instructions, a blank sample mini-zine, an informational handout, a fine-tip pen, colored pencils, a #2 pencil, a pencil sharpener, a glue stick, and a full-size pair of scissors. We handed out 24 of these kits to patrons in May.



ADULT ACTIVITIES (CONTINUED)

Financial Seminars

During the months of May and June, the Richland Public Library is hosting a series of four online financial seminars. These “Four Pillars of Successful Retirement” seminars are being presented by Tom Doncaster of Doncaster Insurance and Financial Services and will be posted as videos on his YouTube channel. The scheduled Facebook events will take place on May 20, May 27, June 3, and June 10, and patrons have the option to watch the videos at any time after they are posted.



MAY 27 Four Pillars of Successful Retirement
Public · Hosted by **Richland Public Library**

Thursday, May 27, 2021 at 12:00 PM PDT
3 hours ago

Online Event

Richland Public Library
May 6 at 10:04 AM · 🌐

If you're looking for fun activities in the community for seniors, don't forget to follow the RSA Richland Seniors Association on Facebook!
<https://fb.me/e/2p8kwJG5>



TUE, MAY 11
Greeting Card Recycling Group
Richland Community Center · Richland, WA

Richland Public Library
May 21 at 8:39 PM · 🌐

What's your favorite time of the day to listen to an audiobook? Do you listen while you're doing daily tasks? Or do you listen as you drift off to sleep? Download the Libby app today and get listening!



Listen before bed.
Set the sleep-timer on your audiobook in the Libby app.

Libby.

Richland Public Library
May 17 at 12:35 PM · 🌐

May is Asian Pacific American Heritage Month! Celebrate the history and culture of Asian-Americans and Pacific Islanders with this great collection of ebooks, audiobooks, and movies from Hoopla Digital. Free with your library card!
<https://www.hoopladigital.com/collection/5693>



ASIAN PACIFIC AMERICAN HERITAGE MONTH
Celebrate the history and culture of Asians and Pacific Islanders in the United States.

Featured titles include: *The Committed* by Viet Thanh Nguyen, *Celestial Bodies* by Jhumpa Lahiri, *A House Is a Body* by Sarah Swire, *Mountains Sing* by Viet Thanh Nguyen, *Take!* by Margaret Cho, and *Psycho* by Margaret Cho.

hoopla
hoopladigital.com

Tap into Discovery.
Instantly Read, Listen, and Watch with Your Library Card.

Available on the App Store, Google Play, Amazon, Roku, and Chromecast.

SOCIAL MEDIA OUTREACH

Highlighting Library Resources

During the month of May, we continued to post on social media to highlight our many digital offerings, including magazines, ebooks, and audiobooks from Libby/Overdrive; ebooks, audiobooks, music albums, TV shows, movies, and comic books from Hoopla Digital; and streaming movies from Kanopy.

We started the month by posting a link to an online *Kirkus Reviews* article on “16 Best Books to Read in May.”

We also highlighted “Decoding the Secrets of Egyptian Hieroglyphs,” a series from *The Great Courses* on Kanopy. Patrons can learn about many different topics through these courses, including history, geography, travel destinations, literary works, art, and music.

We posted several times to let patrons know about “bonus borrows” that were available through Hoopla Digital in May. Bonus borrows don’t count against monthly checkout limits, so they allow patrons to access more e-book and audiobook titles. We shared links to this month’s Bonus Borrows children’s collection and to a curated collection of sci-fi titles.

In mid May, we posted to invite patrons to celebrate Asian/Pacific American Heritage Month by checking out a selection of e-books, audiobooks, and movies from Hoopla Digital.

We posted to let patrons know that Sesame Street videos are available to watch for free through Kanopy Kids.

We invited patrons to watch a movie, *Princess Kaiulani*, which is available to stream on Kanopy. It won the Audience Award for “Best Feature” at the 2009 Honolulu International Film Festival. We also posted a short review of another Kanopy movie, *Columbus*.

Later in the month, we invited patrons to download the Libby app and check out audiobooks. We also posted to let patrons know that if they love true crime podcasts, we have e-books and audiobooks they might like on Libby/Overdrive, and we posted a link to a Hoopla collection of British crime dramas.



SOCIAL MEDIA OUTREACH (CONTINUED)

Interactive Graphics

To highlight items in our collection, and to share selections of books, e-books, and audiobooks on specific topics, Johanna and Martha have been creating interactive graphics for the library's Facebook account. Patrons learn about books and other materials that are available to check out, and they can easily click on links to place holds on physical items or to check out digital items.

On May 2, we posted an interactive graphic to let patrons know about our Check Out Washington kits. Each kit contains a library Discover Pass and a map of Washington state parks, and it may be checked out for one week at a time.

view.genial.ly/608c7478a74f960d45499e2f/interactive-image-check-out-washington-2021

On May 5, we posted an interactive graphic featuring 2021 Mathical Award Winners. The Mathical Book Prize is an annual award for fiction and nonfiction books that inspire children of all ages to see math in the world around them.

view.genial.ly/607e1d6d49913docf05a3564/interactive-content-2021-mathical-award-winners

On May 6, we posted an interactive graphic featuring selected books for Women's Health Month.

view.genial.ly/6089d74fffe4630d5071a4e1/interactive-image-womens-health-month-2021

On May 12, we shared an interactive graphic featuring recent picture books that won Asian/Pacific American Awards for Literature (APAAL Awards).

view.genial.ly/609474c9a2d5490d163bcad6/interactive-content-apaal-awards-picture-books

On May 19, we posted an interactive graphic featuring recent chapter books, middle grade books, and graphic novels that won APAAL Awards.

view.genial.ly/6094723d15dcc90cfb1c025c/interactive-content-apaal-chapter-and-middle-grade

On May 21, we posted an interactive graphic to invite patrons to check out sci-fi and fantasy books written by Asian American and Pacific Islander authors.

view.genial.ly/6095804556f2820d19ca7691/interactive-image-aapi-heritage-month-ya-authors

On May 27, we posted to let patrons know about some non-book items they can check out.

view.genial.ly/6070db192fa7140d84dc07e3/interactive-image-check-out-some-things



SOCIAL MEDIA OUTREACH (CONTINUED)

Interacting with Patrons

We continued to reach out to patrons with fun memes, photos, and questions this month.

On May 4, we posted to wish patrons a happy Star Wars Day, and to share a meme from the American Library Association. We also posted to invite patrons to ask library staff for help in finding the Star Wars books. Thirty-seven patrons clicked “like,” “laugh,” or “love” responses on the ALA meme, and 24 clicked “like” or “love” on the other post.

We posted a fun meme asking patrons what their autobiographies would be called. The meme showed a book titled “Well, That Didn’t Work.” By the following week, 25 patrons had clicked “laugh” emoticons, and 22 had clicked “like.”

We also posted a “Keep Calm [and] Don’t Forget Mother’s Day” meme.

Providing Information

We also continued to provide information and highlight community activities and events for patrons.

We shared a post from the Richland Seniors Association in early May to let patrons know about their upcoming Greeting Card Recycling Group meeting.

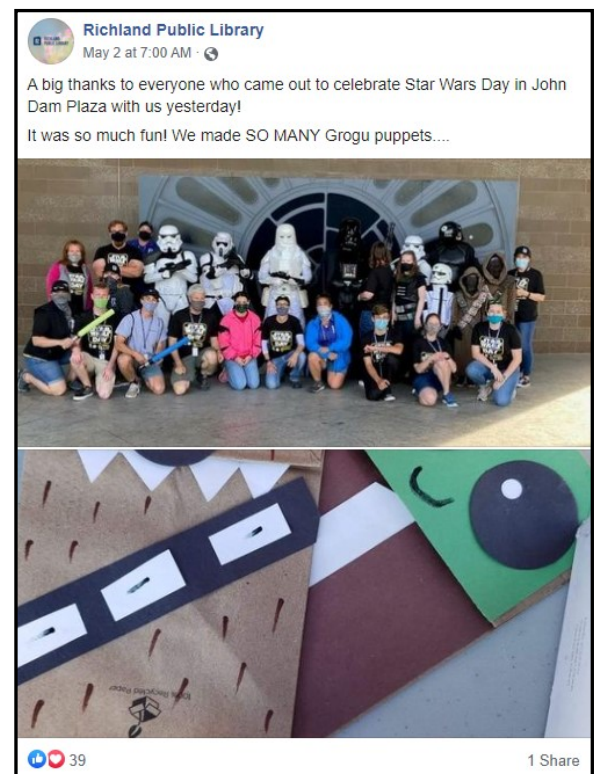
The Libby app was recently redesigned, so on May 3, we shared a video explaining how to search, browse, and filter responses in the new version of the app.

The Friends of the Richland Library have continued their work that generously supports many of our library programs and services. On May 12, we posted to publicize one of their bag sales.

In late May, we posted to let patrons know about the Aloha Series Grass Volleyball Tournaments being held this summer at Columbia Point Marina Park.

The library’s Facebook page may be viewed at the following link.

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



ASIAN/PACIFIC AMERICAN HERITAGE MONTH

Lobby Display

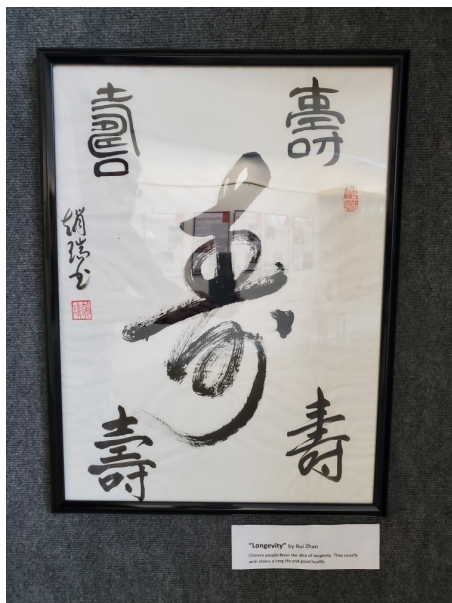
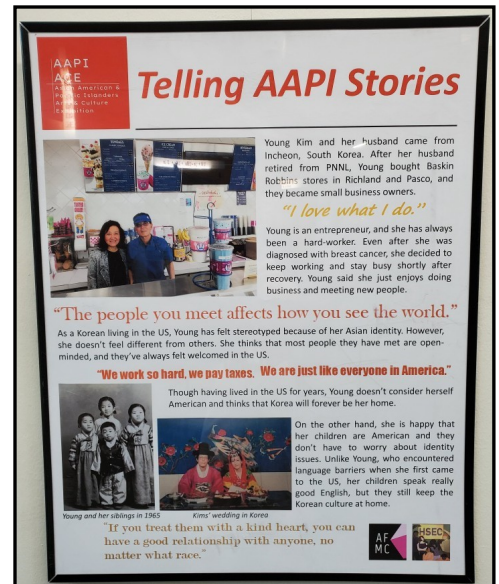
The month of May has been designated as Asian American and Native Hawaiian/Pacific Islander Heritage Month, also known as Asian/Pacific American Heritage Month. In recognition of this, the Richland Public Library hosted an *Asian American & Pacific Islanders Arts & Culture Exhibition* in our lobby.

The theme for this year's exhibition was "Telling AAPI Stories," and it featured panels sharing stories and photographs from many Mid-Columbia residents about their heritage and experiences.

The display was created by the AAPI Arts & Culture Exhibition Committee and the Hanford Student Equity Committee, and it was sponsored by the Arts Foundation of the Mid-Columbia.

A virtual gallery is also available to view on the Arts Foundation website at the following link.

artsfoundationmc.org/exhibitions/telling-aapi-stories



NEW FOR JUNE!

Summer Reading Program

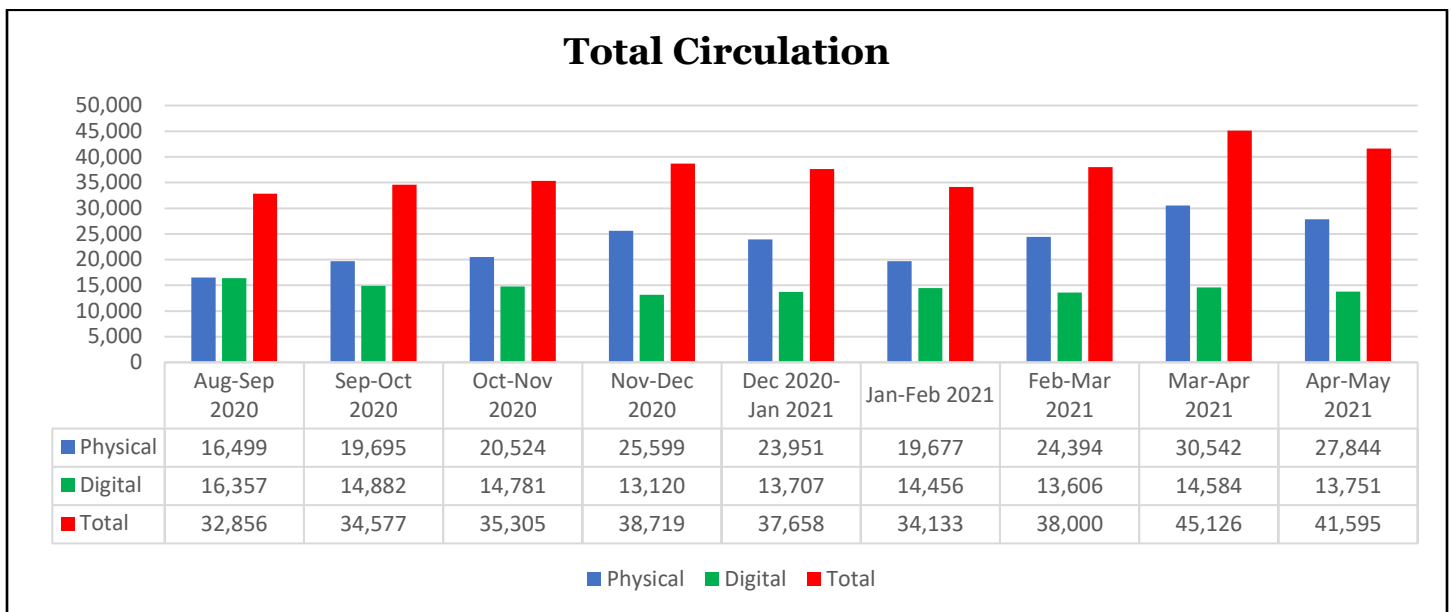
Our 2021 Summer Reading Program will begin on June 7. Patrons may sign up at the library starting June 1, and they can also sign up through the Beanstack app. The theme for this year's program is "Reading Colors Your World!" We have been publicizing the program through our bookmark contest, library displays, and social media posts.

Mary created a colorful book display to encourage patrons to sign up, and she also wrapped many of the stanchions with colorful paper to turn them into crayons. To go with this display, Alyssa created a bulletin board featuring children's books about colors and crayons. More information about the Summer Reading Program may be found at the following link.

<https://www.myrichlandlibrary.org/programs-and-events/summer-reading-program>



CIRCULATION



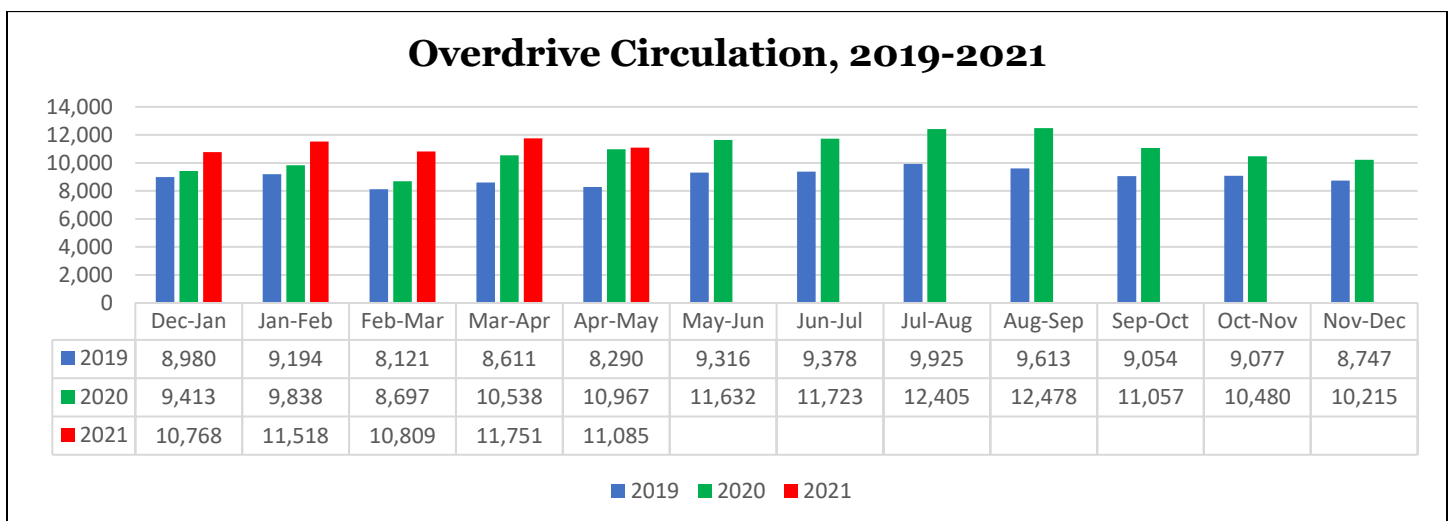
From April 16 through May 15, 2021, our total circulation was 41,595 items, of which 27,844 were physical items and 13,751 were digital items obtained through Overdrive, Hoopla, Kanopy, and Mango. Kanopy plays and Mango total sessions are counted in this number. We filled 3,745 requests for holds, and we had 217 scheduled curbside pickups by 142 patrons.

The top five categories of physical items that circulated during this period were Children's Chapter Book Fiction (3,859 items), Children's Storybooks (2,889 items), Children's Nonfiction (2,598 items), Adult Nonfiction (2,498 items), and Adult Movies (1,946 items).

The total circulation decreased by 7.8% compared to the 45,126 items checked out from March 16-April 15, but it shows an increase of 9.5% over the 38,000 items checked out from February 16-March 15.

DIGITAL SERVICES

Overdrive



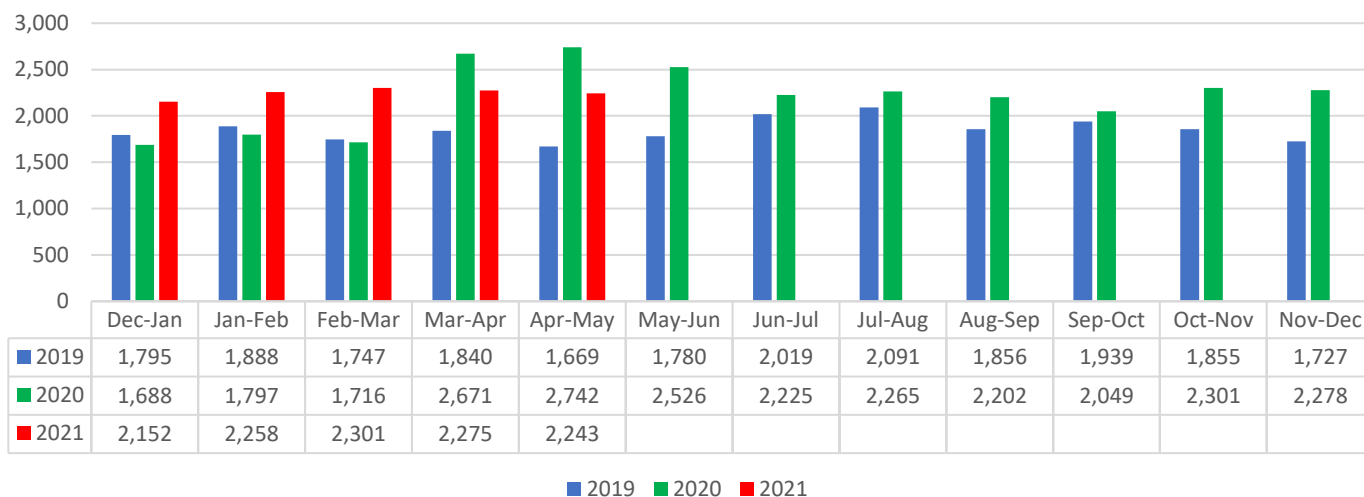
Patrons checked out 11,085 items through Overdrive from April 16 through May 15. This is an increase of 1% over the 10,967 checkouts during the same period in 2020, and an increase of 34% over the 8,290 checkouts during the same period in 2019. It shows a decrease of 6% compared to the 11,751 checkouts from March 16-April 15, but is 3% higher than the 10,809 checkouts from February 16-March 15.

People are enjoying the number of titles available on this platform, even though, unlike a streaming service, they may have to place the title they want on hold. Currently, Overdrive usage for 2021 is up 4% over the 2020 average and up 24% over the 2019 average of checkouts.

DIGITAL SERVICES (CONTINUED)

Hoopla

Hoopla Circulation, 2019-2021

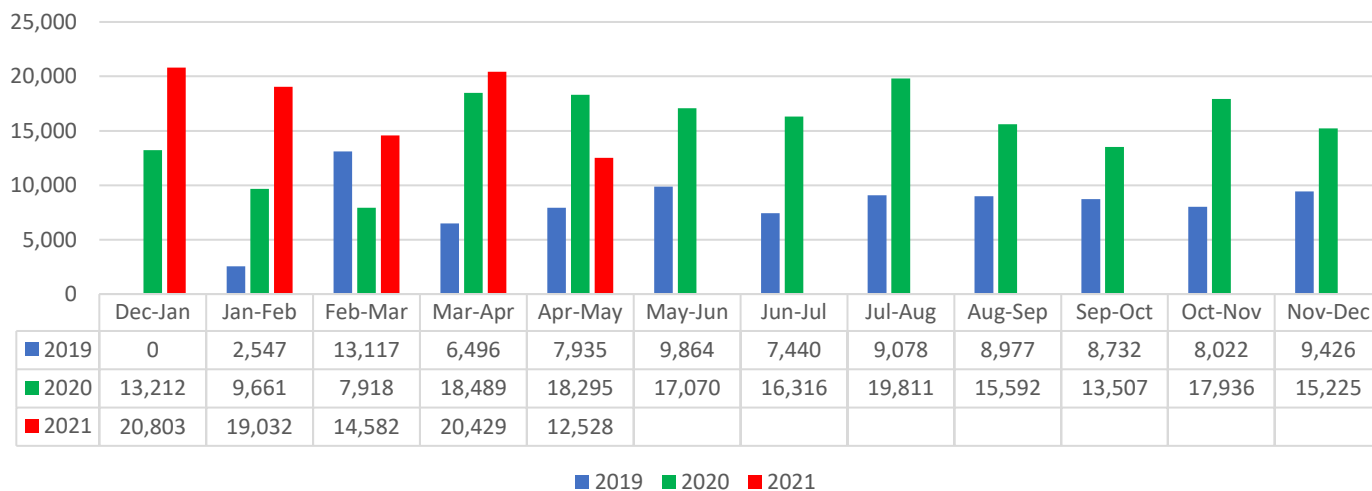


For Hoopla, 2,243 items circulated from April 16 through May 15. This represents a decrease of 18% compared to the 2,742 items circulated during the same period in 2020, but it also shows an increase of 21% over the 1,669 items circulated during that period in 2019. It also shows a decrease of 1% compared to the 2,275 items circulated from March 16-April 15, 2021.

Currently, Hoopla is experiencing an increase of 21% over the 2019 checkout average of 1,851 circulations per month and an increase of 2% over the 2020 average of 2,205 items circulated per month.

Kanopy

Kanopy Minutes Played, 2019-2021



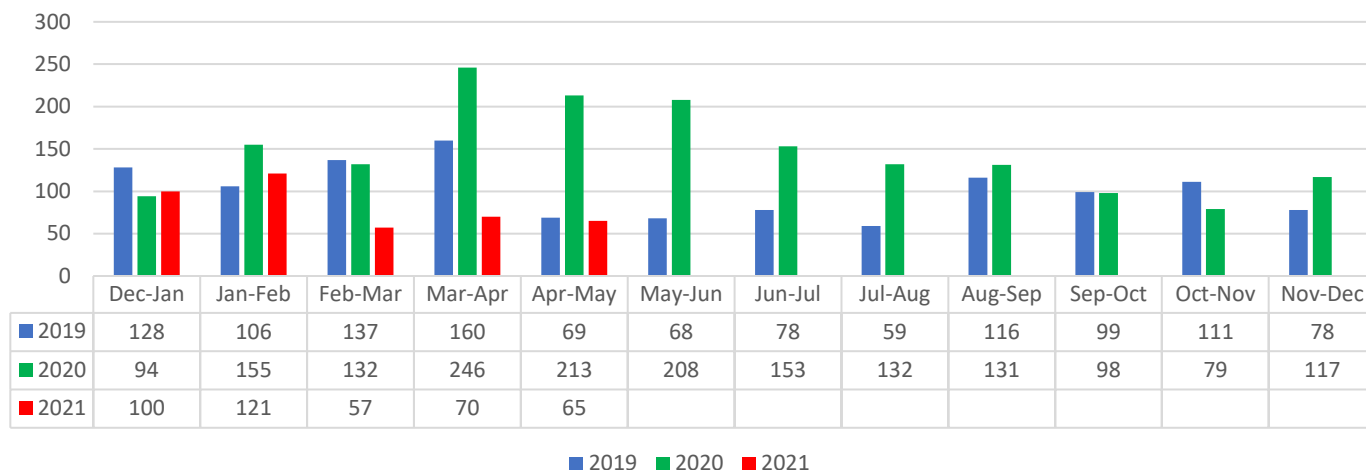
Kanopy is one of several databases that had lower numbers this month when compared to last year at the start of the pandemic. RPL patrons viewed a total of 12,528 minutes on Kanopy from April 16 through May 15, 2021. This usage is down 32% from the 18,295 minutes viewed during the same period in 2020, and is down 39% from the 20,429 minutes viewed from March 16-April 15, 2021. However, it also represents a noticeable increase of 58% over the 7,935 minutes viewed from April 16-May 15, 2019.

RPL cardholders in the United States, Mexico, and Canada viewed content on Kanopy this month using desktops (34%), televisions (34%), tablets, (16%), and mobile devices (16%). The top suppliers of content this month were Paramount Pictures, Weston Woods, PBS, Kino Lorber, and Electric Entertainment.

DIGITAL SERVICES (CONTINUED)

Mango

Mango Sessions, 2019-2021

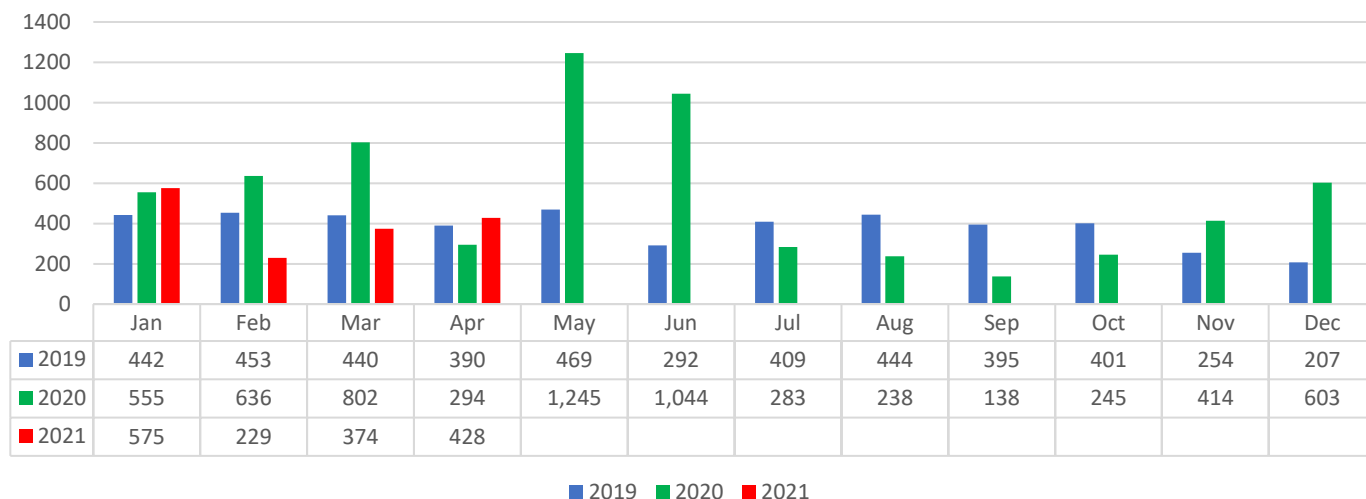


RPL patrons had a total of 65 Mango sessions from April 16 through May 15. This is decidedly lower, by 69%, than the 294 searches done over the same period in 2020, but is only down slightly, by 6%, from the same period in 2019 that had 69 sessions. That period in 2020 was at the beginning of the library's closure due to the Covid-19 pandemic that also closed many other businesses and schools.

The 65 sessions this month also represent a slight decrease, of 7%, from the 70 sessions that were performed from March 16-April 15, 2021. The top ten language courses accessed this month covered French; Spanish, Latin American; Japanese; Chinese, Mandarin; Portuguese (Brazil); Korean; Thai; Arabic, Egyptian; Arabic, MSA; and Danish.

Morningstar

Morningstar Searches, 2019-2021

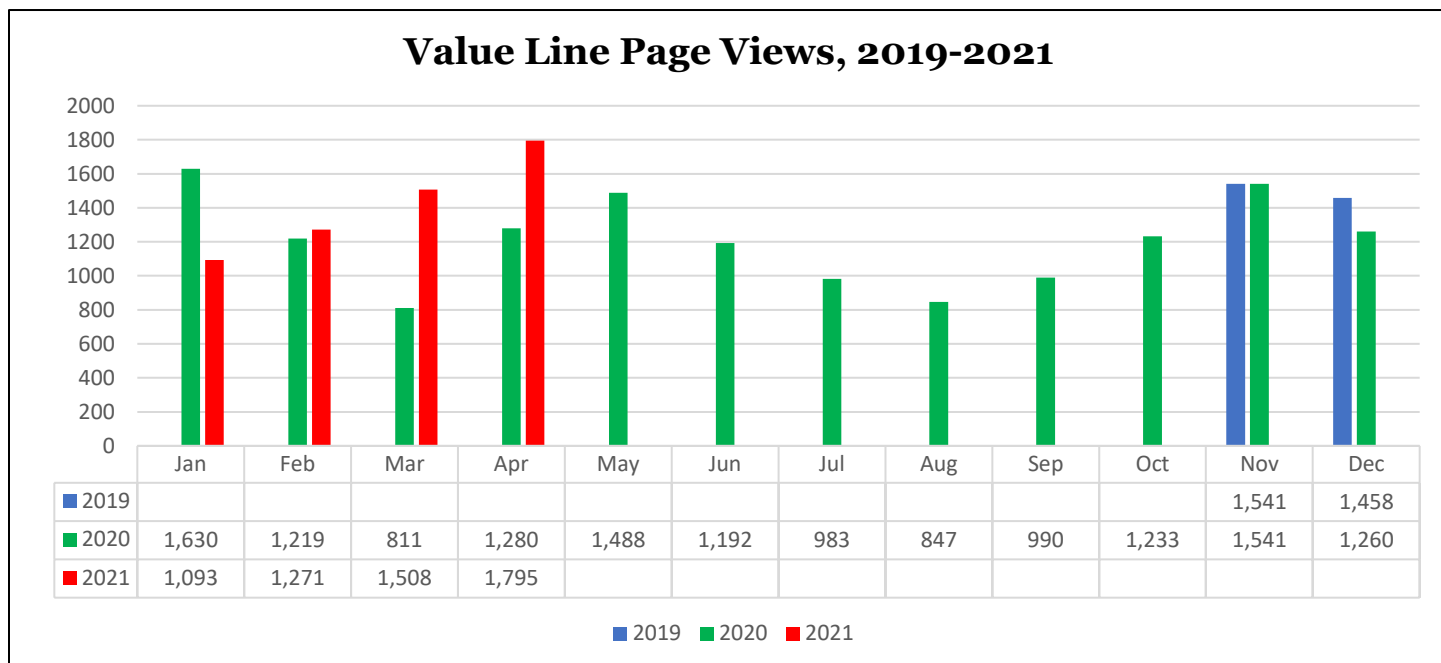


For the month of April 2021, RPL patrons used Morningstar for 428 searches. This represents an increase of 14% over the 374 searches in March, and it also shows an increase of 46% over the 294 searches in April 2020 and a 9% increase over the 390 searches in April 2019. Cardholders who are looking for investment information are finding results in Morningstar to go along with any research done in Value Line.

Morningstar has also resolved some of their technical issues, so our patrons have not reported any recent issues with accessibility as they had in previous months.

DIGITAL SERVICES (CONTINUED)

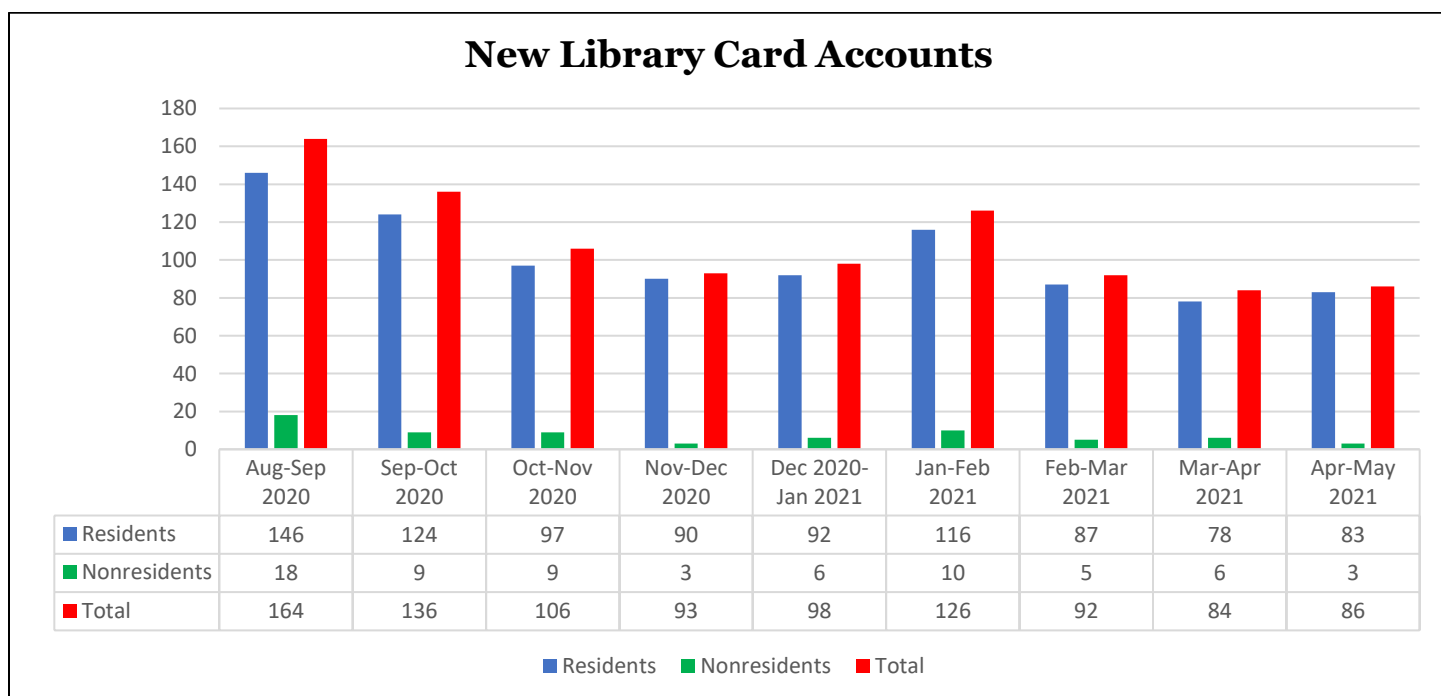
Value Line



RPL patrons accessed 1,795 Value Line page views during the month of April 2021. This is the highest number of page views for the time that we have been tracking this database. It also represents a 19% increase over the 1,508 page views from March 2021 and a 40% increase over the 1,280 page views from April 2020. Investors have seemingly found Value Line to be a valuable tool in their research for their investment funds. Between this database and Morningstar, hopefully our patrons will be able to invest wisely in these seemingly uncertain financial times.

OTHER STATISTICS

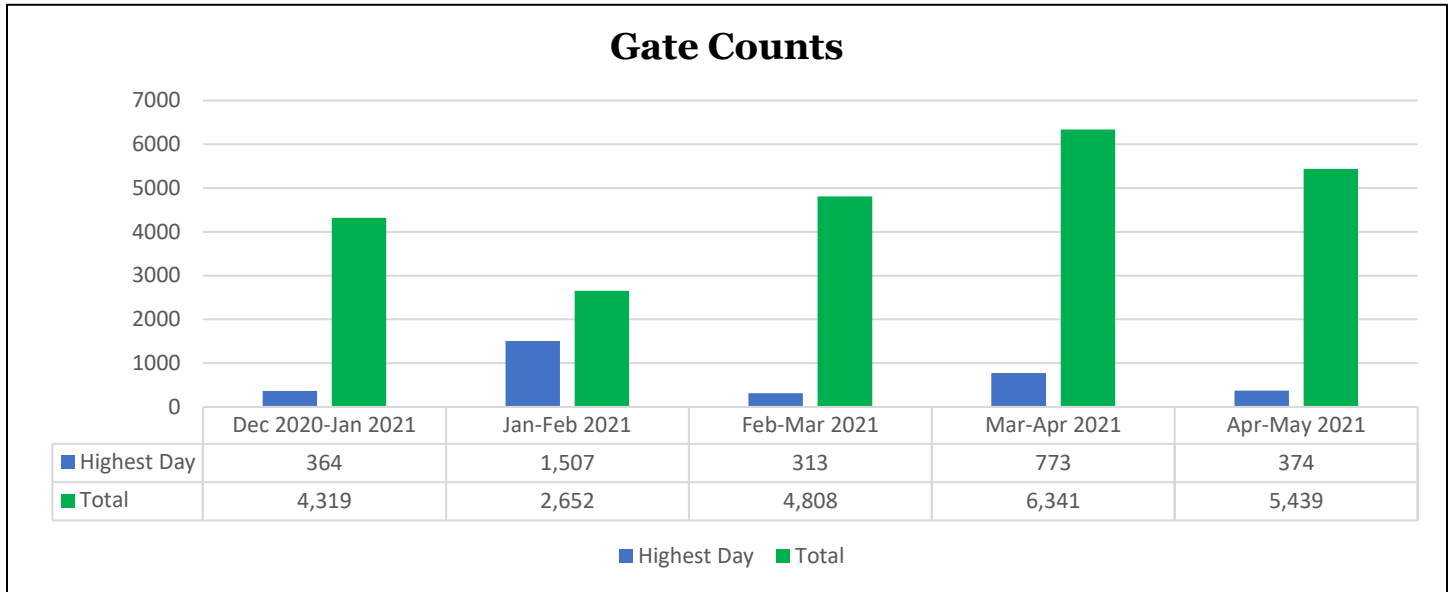
New Library Card Accounts



From April 16 through May 15, we had 83 Richland residents and 3 nonresidents sign up for new library card accounts.

OTHER STATISTICS (CONTINUED)

Gate Counts



From April 16 through May 15, the library's total gate count was 5,439. Our busiest day during that period was Friday, April 30, with a gate count of 374.

We saw a huge jump this month in the number of people viewing the library's website and in the total number of page views. The number of users was approximately four times the monthly average we had seen from January through April, and the number of page views was approximately double the monthly average. From April 16 through May 15, we had 19,439 patrons visit our website, representing a 312% increase over the 4,716 patrons who visited the previous month. The library's website had 29,404 page views, for an 83% increase over the 16,104 page views during the previous month.





LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/8/2021

Agenda Category: Approval of Bills

Prepared By: Theresa Barnaby , Interim Library Manager

Subject:

Approval of Bills for May 1, 2021 through May 31, 2021

Department:

Parks & Public Facilities

Recommended Motion:

Move to approve the May 1, 2021 through May 31, 2021 claims for payment.

Summary:

This item is a review and approval of the May 1, 2021 through May 31, 2021 claims for payment.

Attachments:

1. May 2021 Payroll
2. May 2021 Voucher Listing
3. June 2021 Claims for Payment

CITY OF RICHLAND

LIBRARY EXPENDITURE

May 2021

Month/Year

PAY PERIODS From April 26, 2021 through May 23, 2021

GROSS SALARIES \$ 112,312.56

		Gross Wages	Total
WEEK OF:	<u>05/13/21</u>	<u>42,109.51</u>	<u>42,109.51</u>
WEEK OF:	<u>05/27/21</u>	<u>70,203.05</u>	<u>70,203.05</u>
WEEK OF:	<u> </u>	<u> </u>	<u>-</u>
	TOTAL	<u>112,312.56</u>	<u>112,312.56</u>

Library Voucher Listing

Begin Date: 5/1/2021

End Date: 5/31/2021

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	MORNINGSTAR INC		35912333-1	5/5/2021	289747	SUBSCRIPTION ID:35912333 04/15/21- 9/12/21	\$298.65
	K8188700/3583	MIDWEST TAPE		500378536	5/5/2021	289744	HOOPLA APRIL 2021	\$4,003.04
	K8188700/3583	PROQUEST LLC		70667711	5/19/2021	290124	PROQUEST 2021	\$2,639.10
	K8188700/3583	BIBLIOTHECA ITG LLC		INV-US43560	5/19/2021	290070	RFID WORKSTATION SHIELDED JUL 18 2021- JUL 17 2022	\$1,080.60
	K8188700/3583	GOSECURE INC	22100455	I-0214758	5/26/2021	290332	iPRISM WEB SECURITY SERVICE & MAINTENANCE Q-69802-	\$2,166.14
SOFTWARE-LICENSING & UPGRADES TOTAL:								\$10,187.53
SOFTWARE-LICENSING & UPGRADES - YTD INFORMATION								
BUDGET: \$133,822.00			YTD ACTUAL: \$97,052.14			YTD % USED: 72.52%		
INFORMATION TECHNOLOGY TOTAL:								\$10,187.53
	K8721000/4201	VERIZON WIRELESS		9876499081	5/19/2021	290134	MARCH WCC WIRELESS	\$35.35
	K8721000/4201	FRONTIER		05/21 2061882614	5/7/2021	289806	TELEPHONE CHARGE 4/19/21 - 5/18/21	\$147.97
	K8721000/4201	FRONTIER		05/21 5099433152	5/19/2021	290096	TELEPHONE CHARGE 5/4/21 - 6/3/21	\$444.63
	K8721000/4201	VERIZON WIRELESS		9784347693	5/21/2021	290277	542076425-00001 Verizon Feb with Credits	\$35.35

Library Voucher Listing

Begin Date: 5/1/2021

End Date: 5/31/2021

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
	K8721000/4201	VERIZON WIRELESS		9878633890	5/19/2021	290134	APRIL WCC WIRELESS	\$35.38
TELEPHONE & COMM SVCS TOTAL:								\$698.68
TELEPHONE & COMM SVCS - YTD INFORMATION								
BUDGET: \$5,280.00			YTD ACTUAL: \$4,743.73			YTD % USED: 89.84%		
	K8721000/4202	PITNEY BOWES PURCHAS		032021_042021Postag e	5/7/2021	289822	March and April 2021 Postage Account Summary	\$583.24
POSTAGE TOTAL:								\$583.24
POSTAGE - YTD INFORMATION								
BUDGET: \$6,316.00			YTD ACTUAL: \$946.70			YTD % USED: 14.99%		
	K8721000/4207	BANK OF AMERICA		043021	5/3/2021	8563	Library Merchant Service Fees	\$17.99
MERCHANT SVC FEES TOTAL:								\$17.99
MERCHANT SVC FEES - YTD INFORMATION								
BUDGET: \$0.00			YTD ACTUAL: \$42.84			YTD % USED: N/A		
	K8721000/4504	XEROX CORP		013312817	5/19/2021	290139	7HB-469027 MAY 2021	\$10.86
	K8721000/4504	XEROX CORP		013312827	5/19/2021	290139	3UA-295134 APRIL 2021 BASE CHARGE	\$122.30
	K8721000/4504	XEROX CORP		013312830	5/19/2021	290139	3UA-296344 APRIL 2021 BASE CHARGE	\$268.50
COPIER/FAX LEASE RENTAL MAINT TOTAL:								\$401.66
COPIER/FAX LEASE RENTAL MAINT - YTD INFORMATION								
BUDGET: \$5,650.00			YTD ACTUAL: \$1,913.60			YTD % USED: 33.87%		

Library Voucher Listing

Begin Date: 5/1/2021

End Date: 5/31/2021

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
	K8721000/5301	WA STATE DEPARTMENT		DOR 04/2021	5/26/2021	8592	COMBINED EXCISE TAX- APRIL 2021	\$2.40
STATE TAXES TOTAL:								\$2.40
STATE TAXES - YTD INFORMATION								
BUDGET: \$1,020.00			YTD ACTUAL: \$2.40			YTD % USED: 0.24%		
						LIBRARY ADMINISTRATION TOTAL:		\$1,703.97
	K8722100/4505	XEROX CORP		013312828	5/19/2021	290139	3UA-295169 APRIL 2021 BASE CHARGE	\$75.41
	K8722100/4505	XEROX CORP		013312829	5/19/2021	290139	3UA-295258 APRIL 2021 BASE CHARGE	\$98.82
RENTALS-OTHER TOTAL:								\$174.23
RENTALS-OTHER - YTD INFORMATION								
BUDGET: \$5,410.00			YTD ACTUAL: \$893.23			YTD % USED: 16.51%		
						LIBRARY PUBLIC SERVICE TOTAL:		\$174.23
						LIBRARY NON-FACILITIES TOTAL:		\$12,065.73

Library Voucher Listing

Begin Date: 5/1/2021

End Date: 5/31/2021

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		04/2021 APR	5/12/2021	289862	CITY UTILITY BILLS/APR 2021	\$3,485.39
UTILITIES TOTAL:								\$3,485.39
UTILITIES - YTD INFORMATION								
BUDGET: \$53,736.00			YTD ACTUAL: \$21,994.46			YTD % USED: 40.93%		
LIBRARY FACILITIES TOTAL:								\$3,485.39



RICHLAND PUBLIC LIBRARY

CERTIFICATION OF CLAIMS FOR PAYMENT

JUNE 2021

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 \$ \$124,372.29 this 8th day of June, 2021.

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

Voucher Listings	Amount
May 01, 2021 thru May 31, 2021	\$12,065.73
Transfer Advice (Salaries)	
Salaries for the weeks of: May 13, 2021 thru May 27, 2021	\$112,312.56
MONTHLY EXPENSES	\$124,378.29

Comments: City of Richland Library Expenditure May 2021
City of Richland Library Voucher Listing May 2021

LIBRARY BOARD MEMBERS SIGNATURES (3 Signatures Required for Signoff)

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