



Agenda
Library Board Meeting
Tuesday, June 14, 2022
Richland Public Library ~ 955 Northgate Drive
Join the Zoom meeting [here](#)
Public Telephone Access: (206) 337-9723 or (253) 215-8782
Meeting ID No. 974 2873 2704

This meeting will accommodate virtual and in-person attendance. Those desiring to participate virtually are encouraged to join the meeting via Zoom using the information provided.

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

Council Liaison: Council Liaison Kent

Staff Liaison: Library Manager Nulph

Regular Meeting - 5:30 p.m.

Call to Order/Attendance:

Introduction of Guests:

Approval of Agenda: (Approved by Motion)

Approval of Minutes: (Approved by Motion)

1. May 10, 2022 Library Board Meeting Minutes
 - Christopher Nulph, Library Manager

Report of the Library Manager:

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

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

Unfinished Business:

5. Strategic Plan Update
 - Christopher Nulph, Library Manager

New Business:

Agenda Items for Upcoming Board Meeting:

Adjournment

The next Library Board Meeting is Tuesday, July 12, 2022

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 509-942-7389.



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/14/2022

Agenda Category: Approval of Minutes

Prepared By: Christopher Nulph, Library Manager

Subject:

May 10, 2022 Library Board Meeting Minutes

Department:

Parks & Public Facilities

Recommended Motion:

Move to approve the 05-10-2022 meeting minutes.

Summary:

The draft of the 05-10-2022 Library Board Meeting Minutes is included for consideration.

Attachments:

- I. DRAFT May 10, 2022 Library Board Meeting Minutes



MINUTES

Richland Public Library Board

April 12, 2022, 5:30 – 6:30 PM

Richland Public Library – 955 Northgate Drive

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

Meeting ID No. 974 2873 2704

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

Chair Booth called the meeting to order at approximately 5:31 p.m.

Attendance

Chair Booth, Vice-Chair Lightner, Board Members Buxton and Hernandez were present. Also present were Council Liaison Kent, Library Manager Nulph, Parks and Public Facilities Director Schiessl, and Administrative Assistant Barada.

Board Member Maier joined the meeting at 6:02 p.m.

Approval of Agenda

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

Approval of Minutes

Chair Booth asked for a motion to approve the minutes of the April 12, 2022 meeting. Board Member Maier moved and Board Member Buxton seconded the motion to approve the minutes of April 12, 2022 as is. The motion carried 3-0.

Report of the Library Manager

The Strategic Plan will be submitted to Council for approval in late June.

The capital improvement grant has been submitted. RPL will know if they were selected in November.

RPL now has REACH Museum passes for patrons to checkout.

The Friends are working with staff on developing a board game collection to circulate.

Card registration has gone up. This has to do with some of the changes that were made to the card policy.

Public Comments

There were no members of the public present.

Approval of Bills

Board Member Buxton moved and Vice-Chair Lightner seconded the motion to approve the certification of claims for payment for May 2022 in the amount of \$106,625.70. The motion carried 4- 0.

Unfinished Business

1. Board Member Hernandez moved to approve the Circulation Policy and Board Member Buxton seconded the motion. The motion carried 4-0.
2. Board Members discussed the draft of the strategic plan and identified any changes that needed to be made.

New Business

There was no unfinished business on the agenda.

Agenda Items for Upcoming Board Meeting

Adjournment

Chair Booth adjourned the meeting at 6:05 P.M.

APPROVED:

ATTEST:

Emily Booth, Library Board Chair

Kylie Barada, Administrative Assistant

DATE APPROVED:

DATE PUBLISHED:



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/14/2022

Agenda Category: Report of the Library Manager

Prepared By: Christopher Nulph, Library Manager

Subject:

June 2022 Library Manager's Report

Department:

Parks & Public Facilities

Recommended Motion:

Discussion only.

Summary:

Library Manager Nulph's June 2022 report is included for discussion.

Attachments:

I. 2022.06.14 Library Manager's Report



LIBRARY MANAGER'S REPORT

Richland Public Library Board

June 14, 2022

State of Library Services

We are continuing to finalize the strategic plan draft with the target of presenting at the 6/28 Council Workshop session.

City Council has approved the waive of existing late fines, which completes the approvals to officially institute the fine free policy. This has been rolled out to the public with the help of Marketing and has gone well. Staff and patrons have been excited with the change.

The library has added the East Benton County History Museum to its museum pass program. These passes will act the same as the REACH passes. The only exception is that the East Benton Museum did not want to put a size limitation on the group using the pass. Therefore, the pass will get any group, regardless of size, into the museum.

We have seen an increase in rules violations recently. Part of this has been an increase in sleeping in the library. We will be rearranging furniture in the lobby to help reduce blind spots, acknowledge patrons as they enter the library, conduct regular walks to enforce all policy, and offer social services to patrons that may benefit from the services. Staff will be applying this rule and others equally to all library patrons.

We received two great compliments recently. One was sent as follows:

"Dear staff at our library, I love our library and everything our library offers. I just love to hang out, browsing books or magazines, sit upstairs and just relax or study, have meetings in one of the rooms, attend the presentations you offer, send my kid to one of the and activities. I also am glad to see how it is also a safe haven from the cold or heat for people who are not as fortunate as me to have a comfortable home to take a book to read to. I especially love our wonderful kid's librarian (I forgot her name, I think it is Ms. Kelly) who entertained my kid through his younger years and helped him to feel comfortable in the library. I also especially love Ms. Ally, I think her name is, who never fails to observe what we check out and then come up with the coolest recommendations for my now teenage son to explore the subjects more. What I love most is that my profoundly dyslexic son enjoys going to the library and is an avid reader through the audiobook availability. You guys are all awesome! Thank you."

The other was from a man that has been using the library as a study spot for a project management test. Upon passing the test, he got library employees a cake and balloons to thank them for their kindness and encouragement during those study sessions leading up to the test.

Ben Franklin Transit has given us youth passes to distribute this summer. These passes offer youths the ability to ride our public transportation for free through November 2022.

Friends of the Library Update

Kristine Gray is now a new member of the Friends of the Library Board. The Friends have had some difficulty with their website designer in creating the new website. They are considering discontinuing website design and sticking with the page they have on the current library website and their social media accounts. FOL has approved initial funding for a circulating board game collection of \$1500.

Staffing Updates

Vladislav Ursul has started as an intermittent Library Assistant II on 5/9. Tracy Coburn has started as an intermittent Library Assistant I on 5/9. Interviews for the vacant, regular Library Assistant I position will be taking place next week.

Library Statistics

There are few major trends of note from the month of May. Physical and digital statistics remain in line with the past couple of months. This trend will likely change as summer approaches. The only notable difference is a large increase in new card registrations from 284 to 418 which can be attributed to outreach. PC use time has also increased from 581 to 728 hours. This is due to having all of our public PCs out and available for use. We have also increased the amount of time patrons can use our computers with automatic time extensions. This makes it easier for patrons to use this resource for a longer duration of time.



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/14/2022

Agenda Category: Report of the Library Manager

Prepared By: Christopher Nulph, Library Manager

Subject:
June 2022 Library Statistics

Department:
Parks & Public Facilities

Recommended Motion:
Discussion only.

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

Attachments:
I. 2022.06.14 Library Statistics

RICHLAND PUBLIC LIBRARY

May 2022 Statistics Report for the June Board Meeting



SUMMARY

We held several special programs at the library this month. On May 2, we held a Make It Monday craft event with a Kentucky Derby theme. Patrons dropped in to make derby hats and fascinators, rose garlands, and horse-themed crafts.

We also held special Sister City Appreciation Program drop-in craft events on May 5, 9, 13, and 20. Richland's sister city is Hsinchu, Taiwan. Our sister city gifted us artwork that we displayed in the library during May, which is Asian American/Pacific Islander Heritage Month. In return, our patrons created art about Richland for us to display in the library and to gift to Hsinchu.

On Thursday, May 12, our High School Book to Movie Club watched the first *Guardians of the Galaxy* movie after reading the graphic novels. The following day, on May 13, our Viewer Discretion Is Advised Cinema club watched the classic horror film *Friday the 13th*.

We also held a sketch hunt on Saturday, May 14, with patrons seeking and sketching specific items on a list; hosted "Understanding Israel," a Humanities Washington presentation, on May 19; and hosted "Adventure on the Pacific Crest Trail," an Intermountain Alpine Club presentation by Steve Ghan, on Wednesday, May 25.

In mid May, with approval from the Richland Public Library Board and City Council, our library went fine free, eliminating late fines for overdue materials. We are very excited about this change, as many other libraries have found it to increase circulation as well as returns.

MAY STATISTICS

- Overall Circulation with Renewals: 64,839 items
- Digital Items Checked Out: 12,445
- Physical Items Checked Out: 35,445
- Physical Items Renewed: 16,949
- Holds Filled: 3,098
- Hoopla Circulation: 2,448 items
- Kanopy Circulation: 19,302 minutes
- Overdrive Circulation: 9,360 items
- Mango: 42 sessions
- New Library Card Accounts: 418
- Internet Sessions: 976
- Gate Count: 12,273



CHILDREN'S PROGRAMS

Story Times at the Library

Children's Services Librarian Kelly Reed and Librarian Joyce Willis held Wednesday morning active toddler story times at 10 a.m. on May 4, 11, 18, and 25; and Tuesday evening story times at 6 p.m. on May 3, 10, 17, 24, and 31.

Kelly also held "outdoor or indoor" story times for preschoolers at 10 a.m. on Friday, May 13, and Friday, May 27. Our calendar entries said, "About 45 minutes of stories, songs and rhymes geared toward children from 3 to 5 years old. We will try going outside if weather permits. Bring a blanket or chair if you like." Regular preschool story times were held in the library at 10 a.m. on Friday, May 6, and Friday, May 20.

Preschool STEAMplay

We held Preschool STEAMplay sessions on Thursday, May 12, and Thursday, May 26. Patrons were invited to drop in to the library between 10 a.m. and noon to enjoy blocks, games, and other STEAM activities.

STEAMkids

We held a drop-in STEAMkids session from 10 a.m. to 2 p.m. on Saturday, May 21. STEAMkids sessions feature construction sets, blocks, and other fun STEAM activities.

Class Tours and School Visits

Kelly and STEAMspace Coordinator Johanna Talbott led several library tours during the month of May, including visits from Badger Mountain Elementary first and second grade classes and Orchard Elementary first grade classes. Students could listen to stories, tour the library, and register for and/or pick up new library cards. Kelly also conducted school visits in May.

These visits and tours encourage participation in our upcoming Summer Reading Program while also promoting library programs and services. Kids are eager to work toward raffle tickets to win bicycles and other prizes.



TEEN PROGRAMS

High School and Middle School Yarn Academies

Our High School Yarn Academy for teens in grades 9 through 12 met from 5:30 to 6:30 p.m. on Thursday, May 5. Our Middle School Yarn Academy for tweens and teens in grades 5 through 8 met from 4 to 5 p.m. on Tuesday, May 10.

At these events, Teen Services Librarian Michelle Haffner and Library Assistant Alyssa Uretsky-Pratt teach crocheting and knitting techniques, answer questions, and help with individual projects. Our calendar entries said, “We will start the program by demonstrating a new skill or craft, and finish with free time for the kids to keep practicing or work on their own project.”

High School Book to Movie Club

Our High School Book to Movie Club met from 6 to 8:30 p.m. on Thursday, May 12. This club is for high schoolers who are age 13 and older. For May, teens read *Guardians of the Galaxy* graphic novels or other Marvel Universe books and then watched the first *Guardians of the Galaxy* movie together.

Our Facebook invitation said, “This month we are viewing *Guardians of the Galaxy* starting at 6 pm in the Gallery! To participate in the post-movie discussion, you don't have to have specifically read any *Guardians of the Galaxy* graphic novels, but please try to have read SOMETHING set in the Marvel Cinematic Universe - your favorite Avenger, *Guardians of the Galaxy*, the *Eternals*, *Doctor Strange*, etc. And as always, while we appreciate parental enthusiasm, this event is meant for just the teens. You must be between the ages of 13-18 to participate.”



FAMILY PROGRAMS

Singing Strings Ukulele Club

The Singing Strings Ukulele Club held teen/adult jam sessions in the library at 6:30 p.m. on Tuesday, May 3, and Tuesday, May 17. Johanna co-leads this group.

We are inviting young people (ages 12–17) across Washington State to share opinions in an online discussion about important health issues and decisions they face today. We will use what we learn from the discussion to update and improve health communications programs for youth.

CONTACT US FOR MORE INFORMATION AND TO SEE IF YOU QUALIFY:

BY: May 15, 2022

CALL: (509) 226-3100 and reference “Washington Teens Talk”

OR SCAN: the QR code with your phone.

TEENS: You will be asked a few questions to see if you qualify. If you qualify, we will invite you to take part in an online discussion board that lasts about four weeks.

Teens that qualify and actively take part will receive a gift card for up to **\$150** for their time and effort.

PARENTS OR GUARDIANS: You will be asked to answer a few questions and to give permission for your child to participate.

YOUR PARTICIPATION IS VOLUNTARY AND YOUR RESPONSES WILL BE KEPT CONFIDENTIAL.

The discussion is sponsored by: Washington State Department of Health

ALL-AGES PROGRAMS

Make-It Monday: Kentucky Derby Edition

We held a special Make-It Monday craft event from 6 to 8 p.m. on May 2. Our calendar post said, “The Run for the Roses is ON! Join us in the STEAMspace for Kentucky Derby-themed crafts! We’ll try our hand at making fancy derby hats and fascinators, plus other horsey-themed crafts, rose garlands, and loads of fun! You don’t have to be good at crafts to have a great time at Make-It Mondays! Open to all ages.

Supplies provided thanks to the support of the Friends of the Richland Library.”

Our Facebook post said, “Looking for some Monday night fun? Come down to the library for Make-It Monday: Kentucky Derby Edition! Tonight we’re making outrageous derby hats and fascinators, plus pool noodle ponies and horsey crafts for the little ones!”



Sister City Appreciation Program

During Asian American/Pacific Islander Heritage Month, celebrated in May, we hosted a display of artwork gifted to us by Richland’s sister city of Hsinchu, Taiwan. We also held drop-in craft events in the Children’s Department from 3 to 8 p.m. on Thursday, May 5; from 3 to 6 p.m. on Monday, May 9; from 3 to 6 p.m. on Friday, May 13; and from 3 to 6 p.m. on Friday, May 20.

Our Facebook post for one of the events said, “Drop in to make some artwork about Richland to go on display. At the end of the month, we will send some of your artwork to our sister city to thank them for their gifts to us over the years. Or pick up some information and do your artwork at home. Remember to bring it in before the end of the month to go on display.”



Sketch Hunt at Howard Amon Park

We held a sketch hunt at 10 a.m. on Saturday, May 14. Our calendar entry said, “You’ve heard of scavenger hunts, right? This is like that but you sketch the things you find. Find our children’s librarian, Kelly, in the park near the Community Center to get a list of things to find and sketch. See how many you can find at Howard Amon Park. Bring your own art supplies or borrow some of ours. All ages and abilities welcome!”



ALL-AGES PROGRAMS (CONTINUED)

Humanities Washington Presentation: Understanding Israel

“Understanding Israel,” a Tri-Cities Community Lecture Series presentation, was held in the Doris Roberts Gallery from 7 to 8:30 p.m. on Thursday, May 19. Patrons were also able to attend over Zoom. The presentation was hosted by James and Doris Kelly. A total of 59 patrons attended. The CBC Arts Center website said, “How much do Americans really know about the people and culture of Israel? How can we foster a better understanding of this intricate state and its neighbors? Join Professor Nancy Koppelman as she explores 12 features of Israel’s history, diverse ethnic and religious ways of life, governance and justice structures, and educational system.” For more information about this and upcoming lectures, please visit the Tri-Cities Community Lecture Series website at the following link. www.cbcartscenter.com/lectures/

“Adventure on the Pacific Crest Trail” Presentation

We also hosted an Inter-Mountain Alpine Club presentation from 7 to 8:30 p.m. on Wednesday, May 25, in the Gallery. Our calendar entry said, “Steve Ghan will tell stories and share photos and videos from his 1,100-mile, 68-day walk on the Pacific Crest Trail in 2021.”

Museum Pass Program: REACH Museum Passes

We recently started a Museum Pass Program so that patrons can check out passes for free admission to local museums. In May, we started by adding 10 passes for the REACH Museum, which is located at 1943 Columbia Park Trail in Richland. Each pass may be checked out for one week and is good for regular admission for 2 adults and up to 4 children under the age of 18. Special or ticketed events are excluded. We will be adding passes to other museums as well.

“Check Out Washington” Passes

We also have two limited-edition Washington State Discover Passes, which allow free access to millions of acres of state parks and other state public recreation lands. Patrons may check out these passes at the library. This program is offered by the Washington State Library in partnership with Washington State parks, WSECU, and the Washington State Parks Foundation.



ADULT PROGRAMS

Sunprint Take-and-Make Kits

Adult Services Librarian Gavin Lightfoot put together Sunprint Take-and-Make Kits for adults, and we handed out 50 of these kits at the library in May. Each kit contained instructions, one sheet of Sunprint paper, one sheet of clear plexiglass, and a handout of information about the library. Patrons could place leaves, paper shapes, or other items on the paper, and then put it in sunlight to make a printed pattern.

Viewer Discretion Is Advised Cinema

The Viewer Discretion Is Advised Cinema club for patrons age 18+ met from 6:30 to 8:30 p.m. on Thursday, May 13, to watch *Friday the 13th*.

Our calendar entry said, "Join Viewer Discretion Is Advised Cinema in the Richland Public Library Gallery for a slasher cult classic that is so much more than the date it is named for. It's *Friday the 13th*, starring young Kevin Bacon and lots of blood (1980, R, 1 hr 35 m). Our events feature an introduction and Q&A by the amazing misfits from the local horror/punk podcast Garage-A-Rama! Pre-Packaged snacks and bottled water will be provided by the Friends of the Richland Public Library. Tickets are limited and require pre-registration." This was a popular event, with 18 patrons attending.



What's Inside?

- Instructions.
- One sheet of Sunprint paper.
- One 4x6 sheet of clear plexiglass.
- Library information.

CAUTION: Protect SunPrint paper from light exposure until ready for use.

Please send comments and/or pictures of your work to glightfoot@ci.richland.wa.us.

Don't forget to watch our Book Tasting videos! Search "Book Tasting Gavin" on Youtube or check the video section on our library or city Facebook pages.

THE LIBRARY IS NOW FINE-FREE!

After several months of work by library staff and management, the Richland Library Board, and the City Council, the Richland Public Library eliminated late fines for overdue materials effective May 18. Our new circulation policy will increase access to books and other materials by eliminating this financial barrier.

Our celebratory post on Facebook the following day said, "The Richland Public Library is now fine free! Returning items past the due date will no longer result in late fines being charged to an account. In addition to this change, all existing late fines will be removed from accounts in the coming days. If patrons have an overdue item or have an account blocked because of late fines, now is the perfect time to return those library materials and reconnect with the library in a new chapter of library service."

Libraries around the country have found that going fine free encourages patrons to return long-overdue materials and also increases circulation because there is no longer a financial penalty if books are returned late. Patrons are much happier, and their accounts are no longer blocked due to simple late fees.

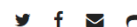
Tri-City Herald

Coronavirus Local News Sports Entertainment • Hanford Crime Opinion Northwest Personal Finance

LOCAL

Richland Library's big change will make patrons happy and keep children coming

BY TRI-CITY HERALD STAFF
UPDATED MAY 19, 2022 9:06 AM



PATRON FEEDBACK

Here are some examples of feedback we received from our patrons in May!

- “I’ve been too intimidated to return my books because of the fines, guess I finally can now.”
- “My daughter has really enjoyed this club, and although she won’t be attending this week, she’s looking forward to next month.” [referring to the High School Book to Movie Club]
- “This is so fun! Wish my library did something like this when I was a teen.” [referring to the High School Book to Movie Club]
- “Thanks for offering seminars like this!” [referring to the May 19 Humanities Washington presentation about Israel]
- “Our Richland Public Library did a great job with this post: Unite our community on a fun subject AND encourage people to read.”
- “Such a wonderful program.” [referring to the Check Out Washington program that offers free Discover Passes to borrow]
- “Nice!” [referring to our new museum pass program]

Dear staff at our library,

I love our library and everything our library offers.

I just love to hang out, browsing books or magazines, sit upstairs and just relax or study, have meetings in one of the rooms, attend the presentations you offer, and send my kid to one of the activities. I also am glad to see how it is also a safe haven from the cold or heat for people who are not as fortunate as me to have a comfortable home to take a book to read to.

I especially love our wonderful kid’s librarian (I forgot her name, I think it is Ms. Kelly) who entertained my kid through his younger years and helped him to feel comfortable in the library.

I also especially love Ms. Allie, I think her name is, who never fails to observe what we check out and then come up with the coolest recommendations for my now teenage son to explore the subjects more.

What I love most is that my profoundly dyslexic son enjoys going to the library and is an avid reader through the audiobook availability.

You guys are all awesome! Thank you.

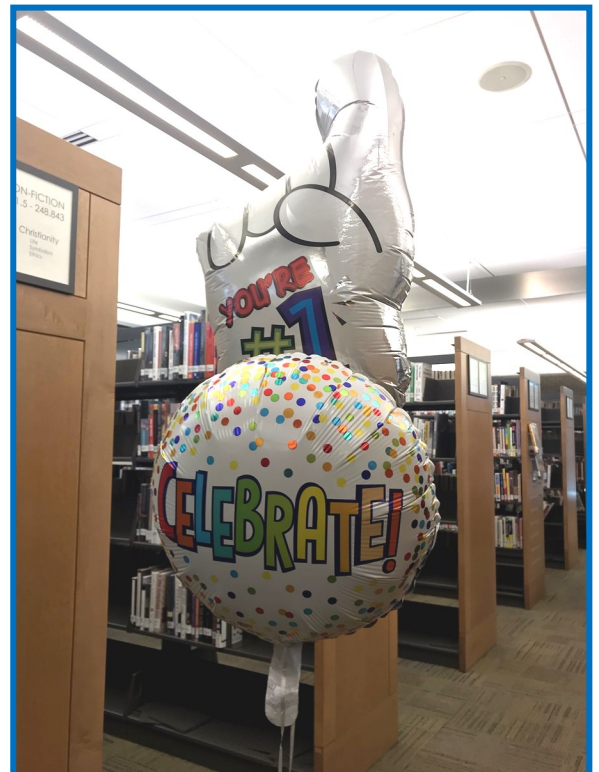
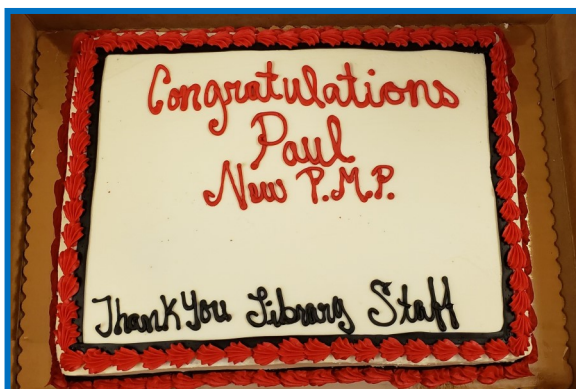


Richland Public Library

May 13 at 1:13 PM · 🌐

Congrats to our friend and library patron, Paul, who has been coming to the library regularly to study for the past 16 months!

Paul recently completed his project management course and final exams, so today he dropped by with a cake for our library staff! Thanks Paul, and we’re so excited for you!



LIBRARY DISPLAYS

Asian/Pacific American Heritage Month Display

Washington state has formally declared May to be Asian, Native Hawaiian, and Pacific Islander American Heritage Month (ANHPI Heritage Month), also known as Asian/Pacific American Heritage Month. The governor's proclamation for 2022 states that it is "a time to recognize and celebrate the diverse cultures of Asian Americans and Pacific Islanders in the state of Washington."

Library Assistant Mary Brown-Elmore created an eye-catching bulletin board display with a selection of children's and young adult books by Asian/Pacific American authors. We kept the display stocked throughout the month with many of these books, including *Eyes That Kiss in the Corners* by Joanna Ho, *This Light Between Us* by Andrew Xia Fukuda, *Where's Halmoni?* by Julie Kim, *My Footprints* by Bao Phi, *American Panda* by Gloria Chao, and more.

Library Assistant Martha Einan also created printable handouts of children's, young adult, and adult books, including many Asian/Pacific American Awards for Literature (APAAL) winners and honor books.

Lobby Display: Tri-Cities Chinese American Association

We also hosted a lobby display of photographs and artwork from the Tri-Cities Chinese American Association during May. Art panels and the wall space displayed artwork by Asian/Pacific American artists.



LIBRARY DISPLAYS (CONTINUED)

REACH Museum Pass Display

Mary set up a table between the self-check kiosks to promote the REACH Museum and our new Museum Pass Program. The table features information about displays at the REACH Museum, interesting artifacts from the Hanford Reach, copies of World War II era newspaper articles about the Hanford Site and its contribution to the war effort, and more.

Cardholders can now check out passes for the REACH Museum from the Richland Public Library. Each pass may be checked out for one week at a time and is good for regular admission for 2 adults and up to 4 children under the age of 18. Special or ticketed events are excluded. We anticipate that these passes will be very popular with local families, especially during the summertime months when school is out. We currently have 10 passes available.

The mission of the REACH Museum is to “inspire learning by sharing the stories of the Mid-Columbia River Region, its people, and its impact and contribution to the world.” Museum displays provide information about Ice Age floods and basalt lava flows, the Hanford Reach National Monument, the history of the Mid-Columbia River Basin, the Manhattan Project, and the Hanford Site.



LIBRARY DISPLAYS (CONTINUED)

“Read Beyond the Beaten Path” Summer Reading Program Display

To promote our upcoming Summer Reading Program, which has a “Read Beyond the Beaten Path” focus, Mary created a camping-themed tabletop display near the elevators.

The display features a tiny tent and campfire, along with information about the program’s June 1 start date and how to sign up. There is also a selection of fun bookmarks for patrons.

Children’s Summer Reading Program Display

Mary also created a separate “Read Beyond the Beaten Path” display for the Children’s Department. The colorful tabletop display features a fun map encouraging outdoor adventures during each week of the summertime program, a doll-sized camping tent, and several recommended children’s books about outdoor adventures.

Geometric Print Bulletin Board

The giant coloring page in the Teen Department was a huge success with our patrons in March and April, so Mary replaced it with a new geometric pattern for May. Teens are invited to spend time coloring on the poster with crayons.



LIBRARY DISPLAYS (CONTINUED)

“Shirt Not Included” Display

Mary created a “Shirt Not Included” display near the upstairs adult fiction section featuring a variety of romance novels for patrons to browse and check out. The tongue-in-cheek title of the display refers to the illustrations on the book covers. Eye-catching displays like this one are a great way to encourage patrons to browse through and check out new reads.

We kept this display stocked during May with many different contemporary and historical romance novels, ranging from *The Earl* by Katharine Ashe to *Duke at Night* by Kelly Bowen, from *The Love Con* by Seressia Glass to *While We Were Dating* by Jasmine Guillory, and from *If I Never Met You* by Mhairi McFarlane to *Pride, Prejudice, and Other Flavors* by Sonali Dev.



Mental Health Awareness Month Display

May is also Mental Health Awareness Month, so Mary created a tabletop display featuring information, magnetic support ribbons, and brochures from National Alliance on Mental Illness (NAMI) Tri-Cities. Patrons could easily find contact information to seek help from NAMI or other providers.



LIBRARY DISPLAYS (CONTINUED)

Lobby Display: Sister City Appreciation Program

During May, our lobby display case held artwork and artifacts gifted to us by Richland's sister city of Hsinchu, Taiwan. One of the items on display was the original "Agreement for the Establishment of a Sister Cities Relationship between Richland, Washington, United States of America and Hsinchu, Taiwan, Republic of China." The program's goal is to establish a lasting friendship between people of the two cities.

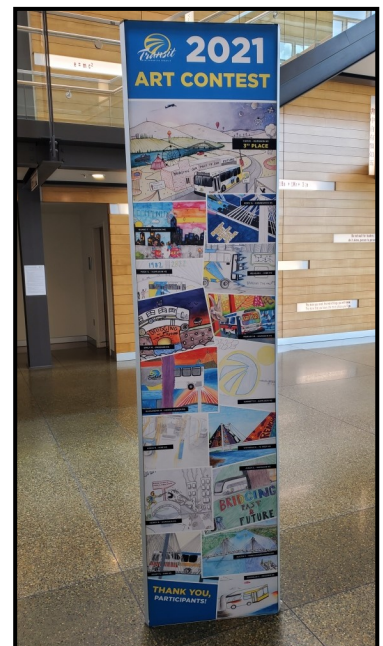
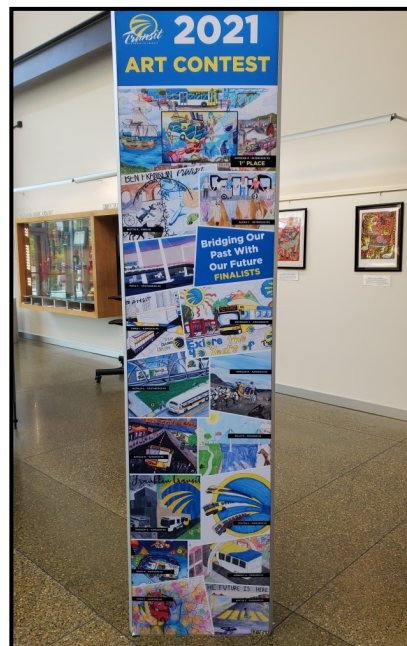
We also featured artwork created by patrons who came to our drop-in Sister City Appreciation Program craft events during the month. Some of the artwork will be sent to Hsinchu as a gift of friendship.

Lobby Display: Ben Franklin Transit Art Contest

From April 25 through May 9, we hosted a free-standing display featuring the finalists of Ben Franklin Transit's 2021 Art Contest. The theme of this year's contest was "Bridging Our Past With Our Future." Hundreds of entries were received from local middle and high school students.

For information about the winners and honorable mentions, please visit the following website:

<https://www.bft.org/art/>



SOCIAL MEDIA HIGHLIGHTS

Library Materials, Services, and Programs

We have continued to post on social media to highlight library materials, services, and programs, as well as to publicize events happening in the community.

In early May, we posted to let patrons know that BrainFuse HelpNow offers free feedback on any type of writing, from college applications to the SAT, school reports, and even creative writing. HelpNow is available for RPL cardholders through our Digital Resources page.

We posted several times during the month to let patrons know that the Richland Public Library is now fine free. Patrons will no longer be charged a late fine if they return past due items. All existing late fines (and resulting blocks) will also be removed from accounts.

On May 9, we posted to let patrons know that they can get digital access to many different magazines using the Libby app. Even if a favorite magazine stopped publishing a print issue, the digital version might still be available through Libby.

In mid May, we posted to let patrons know about the Tri-Cities Geocoin Challenge, which will take place from 8 a.m. to 7 p.m. on Saturday, June 25. This free, family-friendly event encourages people to spend a day geocaching around the Tri-Cities. Participants must preregister at the following City of Richland link.

<https://anc.apm.activecommunities.com/richland/activity/search/detail/3877>

We also posted to let patrons know that Ben Franklin Transit's Youth Ride Free program will allow people age 18 and younger to ride any transit service for free with a youth pass. Patrons can pick up passes at the Circulation Desk, and the passes will be valid through November 30.

World Baking Day was May 17, so we posted to remind patrons about the hundreds of wonderful baking books we have at the library and through Libby/Overdrive and Hoopla.

On May 29, we posted to let patrons know about Hoopla collections of e-books, audiobooks, comics, movies and TV shows, and music just for tweens.

In late May, we posted to let patrons know that City of Richland facilities — including the library — would be closed on Monday, May 30, in observance of Memorial Day.



SOCIAL MEDIA HIGHLIGHTS (CONTINUED)

Interactive Graphics

We have continued to create and post interactive graphics featuring materials that patrons can check out from the library.

The Richland Public Library has many different items that can be checked out, including DVDs, wifi hotspots, museum and park passes, and even ukuleles! On May 4, we posted an interactive graphic featuring many different items that patrons can check out.

For Asian American/Pacific Islander Month, we posted a graphic on May 11 featuring chapter and middle grade books that have received Asian/Pacific American Awards for Literature (APAAL Awards). We also posted one on May 18 featuring APAAL Award-winning picture books.

view.genial.ly/6271b1d6f076b00011c63a3f/interactive-image-library-of-things-may-2022

view.genial.ly/62795d006d32fb00191b1d4a/interactive-content-2022-asian-pacific-american-heritage-chapter-books

view.genial.ly/627964c64e2df70011669698/interactive-content-2022-apaal-picture-books

Our Social Media Links

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

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

Our Twitter feed may be viewed at the following link.

<https://twitter.com/RichlandLib>



NEW FOR JUNE

Summer Reading Program Launch

Our Summer Reading Program will run from June 10 through August 22. This year's theme is "Read Beyond the Beaten Path." Patrons can log their reading progress and other activities online using Beanstack.

"Sincerely, Room 111" Panel

We will be hosting a presentation by the Hanford High School student authors of *Sincerely, Room 111* from 6:30 to 7:30 p.m. on Wednesday, June 1. The book is "a compilation of over 100 teen voices who offer support and advice for the COVID-19 pandemic."



Story Time at Jeanette Taylor Skate Park

Kelly will be holding a special story time from 10 to 10:45 a.m. on June 2 at Jeanette Taylor Skate Park, which is located behind HAPO on Goethals. Our calendar entry says, "We will share a few stories on the concrete so bring blankets. Then we'll have time to experiment with rolling things down the hills!"

High School Book to Movie Club

For the summer months, June through August, our High School Book to Movie Club will be reading *The Hobbit* by J. R. R. Tolkien and then watching all three movies. The first summertime meeting will be at 6 p.m. on Thursday, June 9. This club is for high schoolers who are age 13 and older.

Ozobot Road Rally

We will be holding an Ozobot Road Rally from 4:30 to 5:30 p.m. on Monday, June 13. Children in kindergarten through 5th grade will learn to program tiny Ozobot robots using colors to control their speed and direction. The class is limited to 10 participants, and preregistration on [Eventbrite](#) is required.

Coyote Canyon Mammoth Site Presentation

Community outreach and subject matter expert Gary Kleinknecht will be giving a presentation about the Coyote Canyon Mammoth Dig Site from 6:30 to 8 p.m. on Monday June 13, in the Doris Roberts Gallery.

High School Paracord Compass Craft for Teens

We will be celebrating this year's summer reading challenge theme of "Read Beyond the Beaten Path" by making braided paracord bracelets with attached compasses from 1 to 2:30 p.m. on Wednesday, June 15. This program is open to high school age teens between the ages of 14-17. Supplies and snacks will be provided.

An Evening with Photographer Isabelle Edwards

We will be hosting an evening with photographer Isabelle Edwards from 7 to 8:30 p.m. on Thursday, June 16. Isabelle is an 18-year-old nature photographer based in Maple Valley, Washington.

NEW FOR JUNE (CONTINUED)

Urban Sketching: Goethals Park

We will be holding an urban sketching session from 10 a.m. to noon on Saturday, June 18, at Goethals Park in Richland. Sketchers of all ages are welcome, but children must be accompanied by an adult.

LGBTQ+ Crafting Social

June is PRIDE month, celebrating the lives and achievements of individuals in the LGBTQ+ community. In recognition, we will be holding a LGBTQ+ Crafting Social for patrons age 13 and up in the STEAMspace from 6:30 to 8:30 p.m. on Monday, June 20.

Middle School Solar Oven S'mores

We will be holding a special middle school activity from 1 to 2:30 p.m. on Tuesday, June 21 for patrons age 11 through 13. Our calendar entry says, "Join us as we make solar ovens to take home, along with the supplies you'll need to make s'mores at home all summer long."

Civil Air Patrol "Adventures in Aviation" Program

The Civil Air Patrol Youth Cadets will be holding a special multi-part Adventures in Aviation program at the Richland Public Library this summer for patrons age 11 through 18. The first session will be held from 6:30 to 8 p.m. on Thursday, June 23, and will cover Flight Simulation and Fundamentals in Flight. Additional sessions will be held at 6:30 p.m. on Thursday, July 21, and Thursday, August 4.

Marvel Mondays

We are starting a new club for patrons of all ages: Marvel Mondays! Our first session will be at 6:30 p.m. on Monday, June 27, with a showing of *Thor: Ragnarok*.

Although Marvel Mondays are open to patrons of all ages, the first movie is rated PG-13 and may not be suitable for young viewers. Snacks and beverages will be provided by the Friends of the Richland Public Library, and movie licensing is courtesy of Windermere Group One.

East Benton County Historical Society Museum Passes

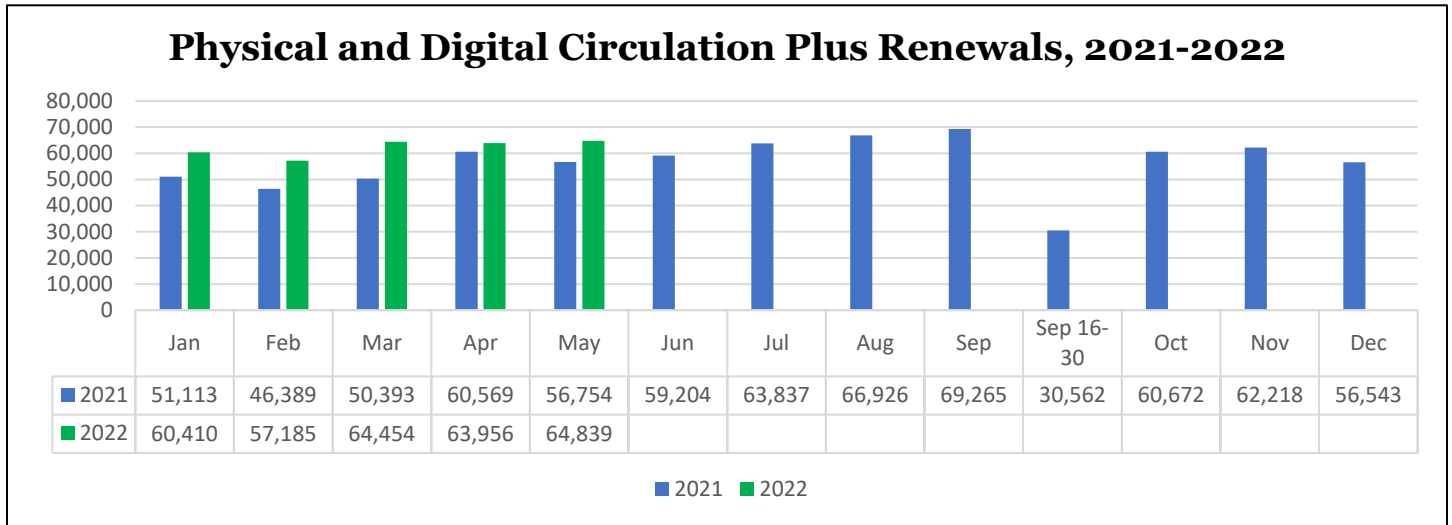
On Thursday, June 2, we will add East Benton County Historical Society Museum passes to our Museum Pass Program for patrons to check out. A single pass will allow free admission for a group of any size.

Recurring Programs on the Calendar

- Singing Strings Ukulele Club teen/adult jam sessions at 6:30 p.m. on Tuesday, June 7, and Tuesday, June 21
- STEAMkids at 10 a.m. on Saturday, June 11, and 1 p.m. on Thursday, June 16
- Evening story times at 6 p.m. on Tuesdays
- Active story times at 10 a.m. on Wednesdays
- "Outdoor or indoor" and "outdoor" story times at 10 a.m. on Fridays

STATISTICS

TOTAL CIRCULATION

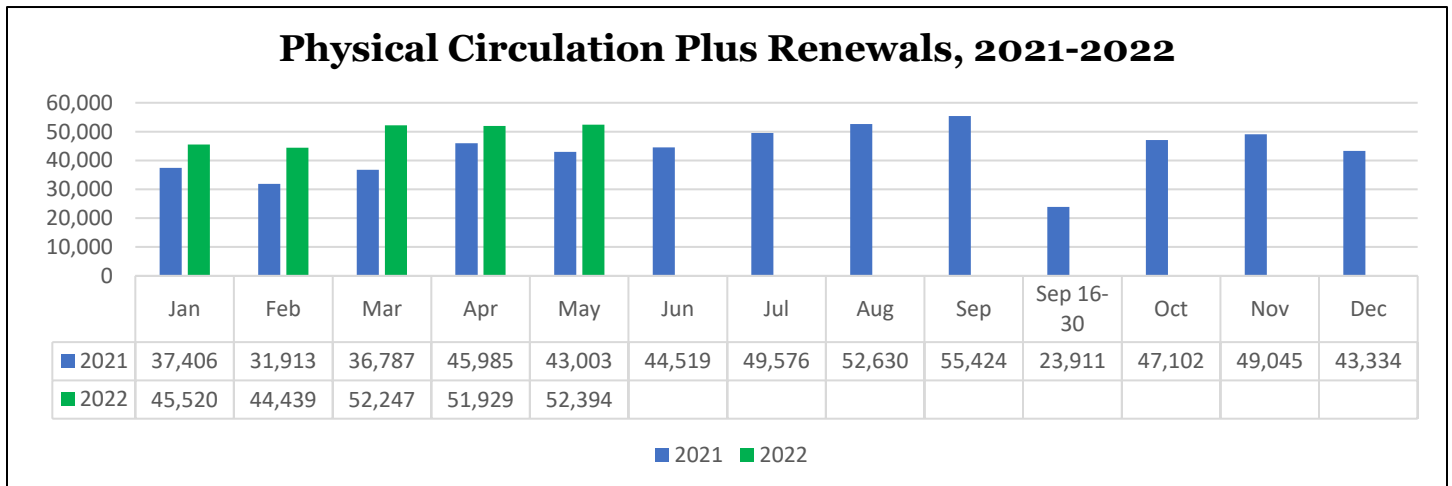


During May 2022, our total physical plus digital circulation was 47,890 items, not including renewals. Of those, 35,445 (74%) were physical items and 12,445 (26%) were digital items obtained through Hoopla, Kanopy, Mango, and Overdrive. Kanopy plays and Mango sessions are counted in this, but physical item renewals are not. This physical plus digital circulation, not including renewals, was up a modest 1.3% compared to the 47,262 items checked out in April 2022. Digital circulation was up 3.5% compared to the 12,027 items checked out in April. We filled 3,098 requests for holds, and had 33 scheduled curbside deliveries for 21 patrons.

Our patrons also renewed 16,949 physical items in May. Including these physical item renewals, our overall circulation was 64,839. That overall circulation was up 1.4% compared to the 63,956 items circulated in April 2022, and was up 14.2% compared to the 56,754 items circulated in May 2021.

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

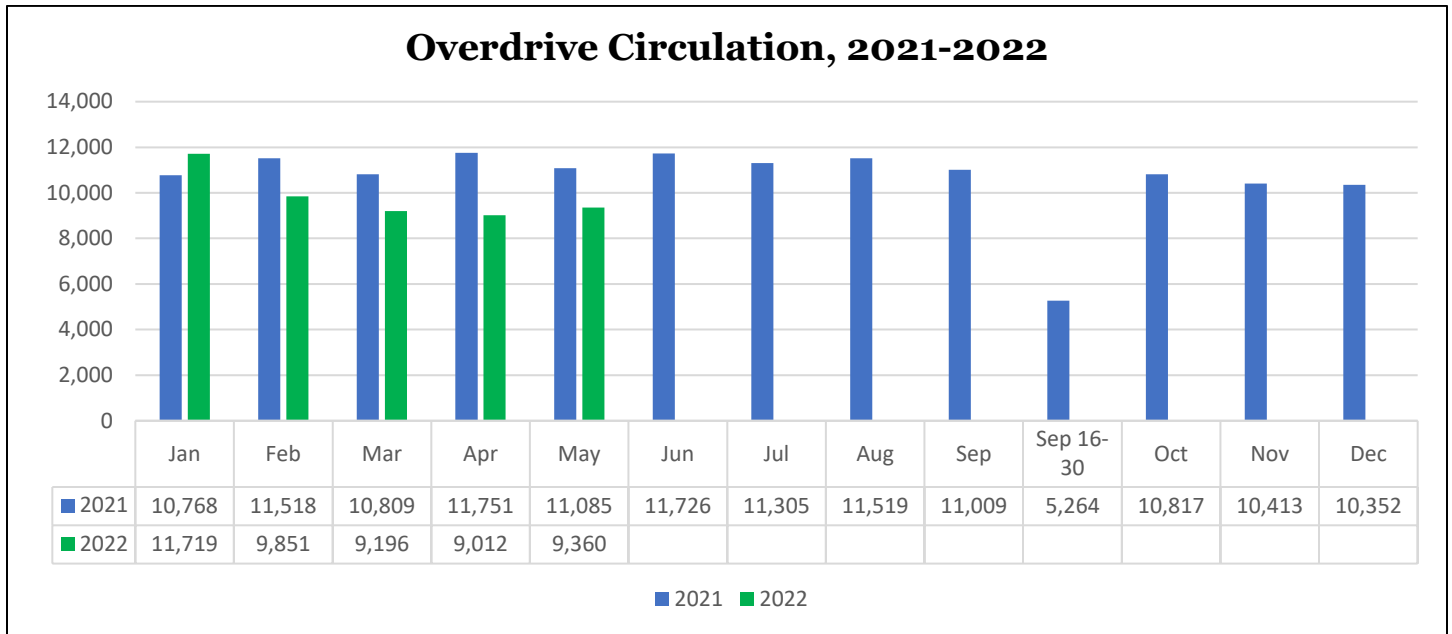
PHYSICAL CIRCULATION



Our patrons checked out 35,445 physical items in May and renewed 16,949 physical items, for a total of 52,394 items. That is up 0.9% compared to the 51,929 physical items checked out or renewed in April 2022, and is up 21.8% compared to the 43,003 items checked out in May 2021. The top ten categories that circulated were Children's Storybooks (4,303 items), Children's Chapter Book Fiction (3,940 items), Adult Nonfiction (3,749 items), Adult Movies (2,528 items), Children's Nonfiction (2,446 items), Adult Fiction 2nd Floor (1,928 items), Children's Graphic Novels (1,811 items), Children's Favorites on the Story Circle (1,620 items), Adult New Books (1,431 items), and Children's Movies (1,250 items). The January through September 2021 statistics in this graph are mid-month to mid-month.

DIGITAL CIRCULATION

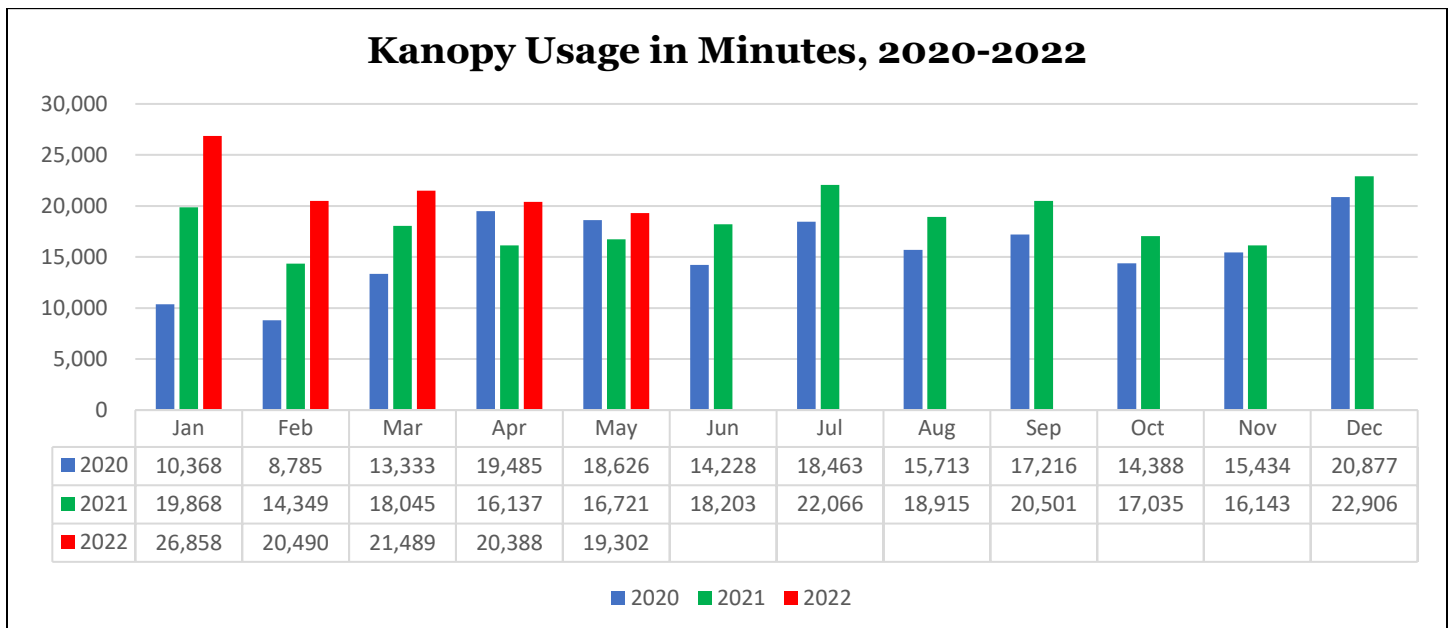
Overdrive



The 9,360 checkouts through Overdrive in May are up 3.9% compared to the 9,012 checkouts in April 2022, but they are down 15.6% from the 11,085 checkouts in May 2021. The checkouts on this platform have seem to have plateaued at roughly 9,200 for each of the last three months. It will be interesting to see if we see similar numbers of Overdrive checkouts going forward.

This month's checkouts included 4,977 e-books (which were 53% of the Overdrive items checked out), 3,820 audiobooks (41%), and 563 e-magazines (6%). The January through September 2021 statistics in this graph are mid-month to mid-month.

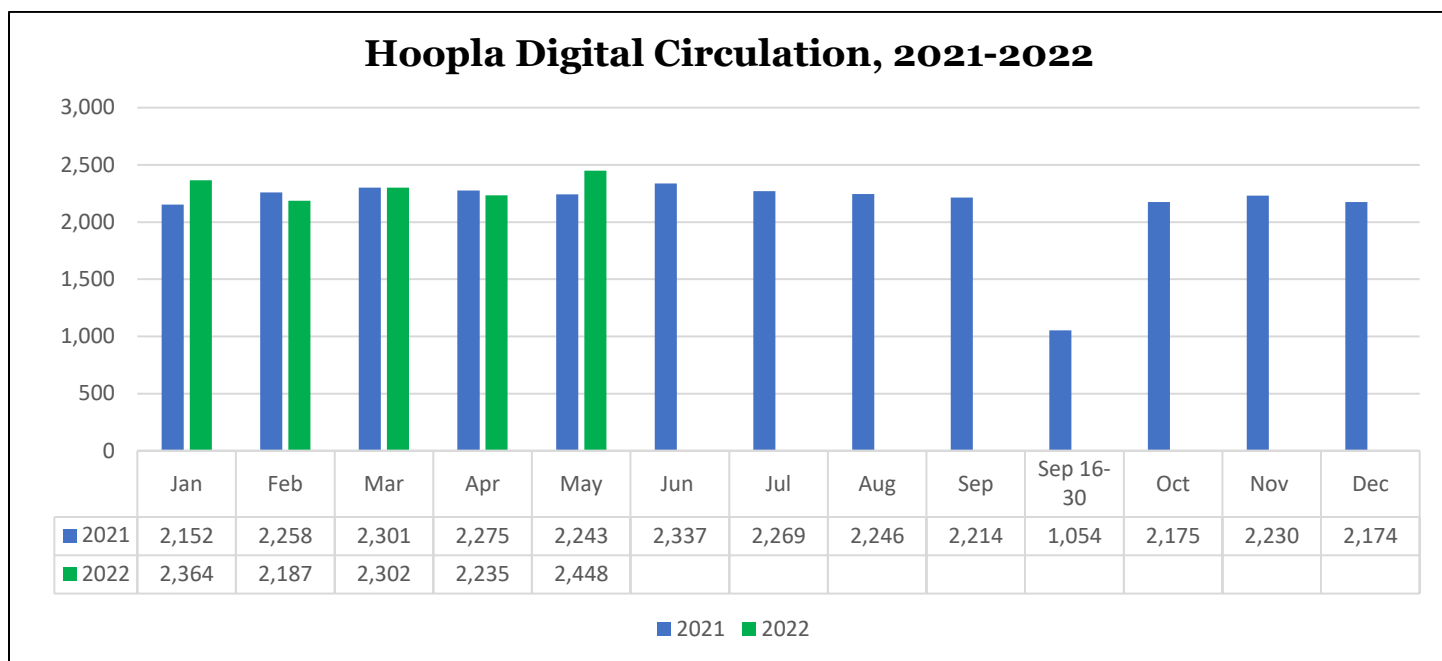
Kanopy



Patrons viewed 19,302 minutes of content in Kanopy during the month of May. This is an increase of 15.4% over the 16,721 minutes viewed in May 2021. It is down 5.3% compared to the 20,388 minutes viewed in April 2022. Cardholders from the United States and Canada viewed content on Kanopy this month. The top five suppliers of content were Nelvana International, The Great Courses, IFC Films, Lionsgate, and PBS. Kanopy users continue to enjoy streaming products for their educational and entertainment needs.

DIGITAL CIRCULATION (CONTINUED)

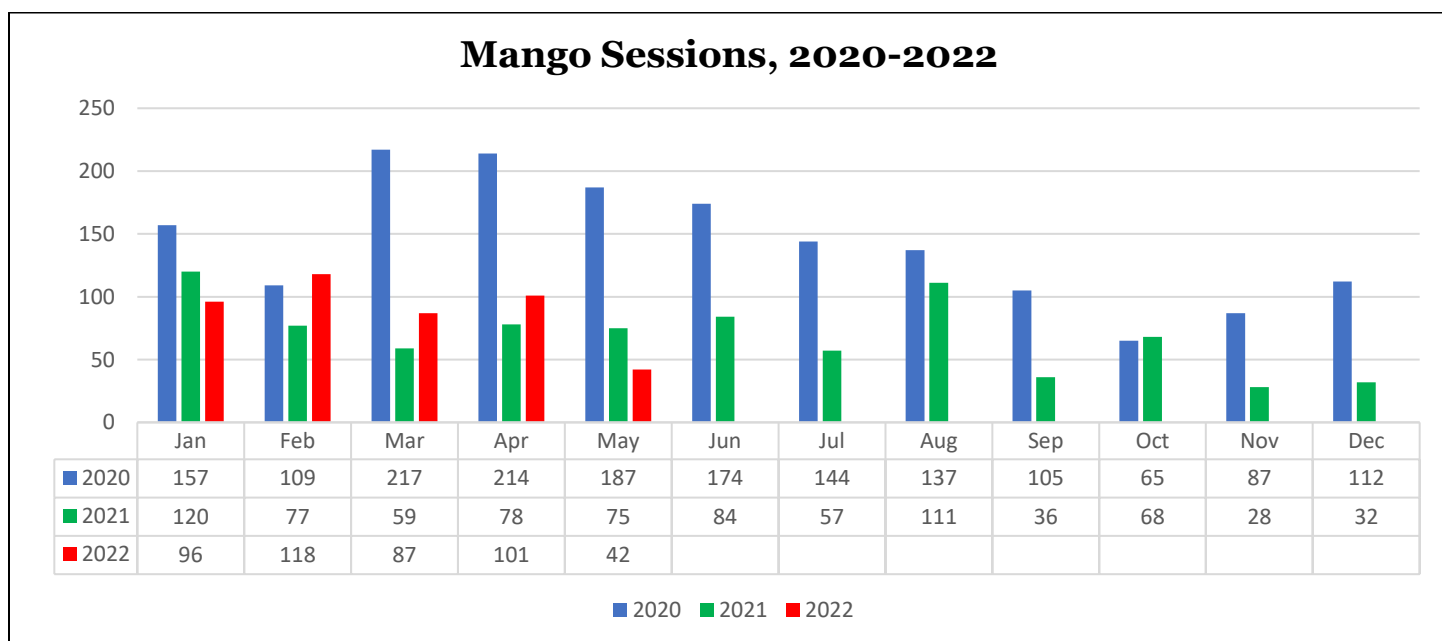
Hoopla



The 2,448 circulations in Hoopla during the month of May are up 9.5% compared to the 2,235 circulations in April 2022, and are also up 9.1% compared to the 2,243 circulations in May 2021. Patrons checked out 1,325 audiobooks, 672 e-books and e-comics, 334 movies and television shows, 106 music items, and 11 BingePasses. The January through September 2021 statistics in this graph are mid-month to mid-month.

Hoopla usage is remaining consistent, and has been averaging 2,307 circulations per month in 2022. Patrons are enjoying the ability to stream their selections without having to wait for copies to become available.

Mango

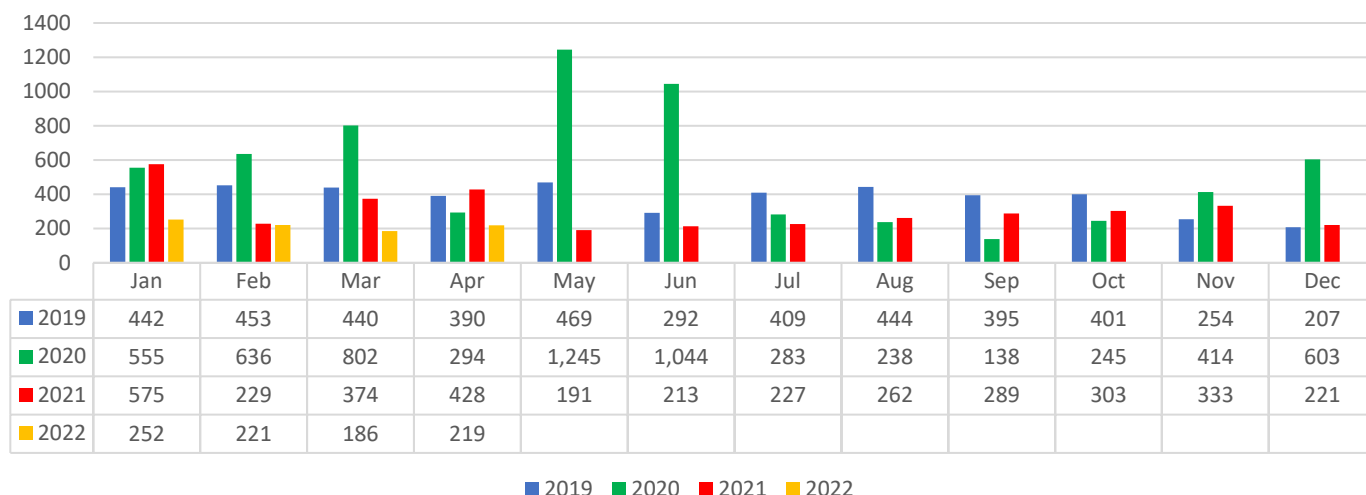


Mango usage continues to fluctuate. Patrons had 42 sessions in Mango during the month of May. This usage is down 44% compared to the 75 sessions in May 2021, and is also down 58% compared to the 101 sessions in April 2022. The top languages selected by our patrons this month were Chinese, Mandarin; Spanish, Latin American; Japanese; French; Telugu; Hungarian; and Malay. The last three languages are new to our top ten list this month.

OTHER DIGITAL SERVICES

Morningstar

Morningstar Searches, 2019-2022

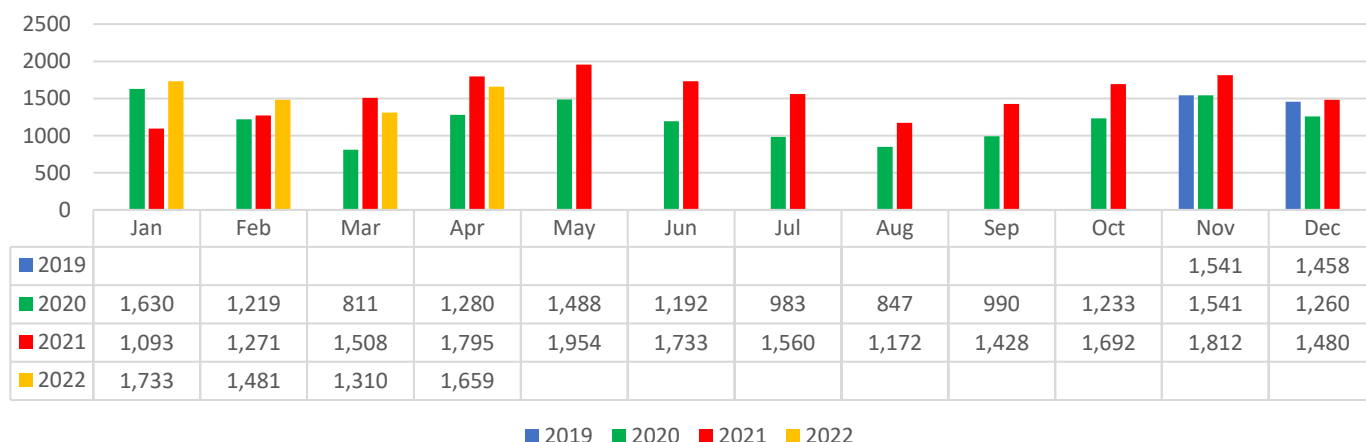


Morningstar had 219 searches during the month of April. This is an increase of 17.6% over the 186 searches that occurred in March 2022. It is down 48.8% compared to the 428 searches in April 2021. Morningstar usage continues to be sporadic, with its numbers varying widely from one month to another. Overall, the usage numbers are trending in a downward trajectory from the numbers in 2020 and 2021. The average number of searches per month for 2022 is 220, compared to 303 searches per month in 2021 and 541 searches per month in 2020.

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

Value Line

Value Line Page Views, 2019-2022



The 1,659 Value Line page views in April represent an increase of 26.6% over the 1,310 page views that occurred in March 2022. Usage is down 7.6% compared to the 1,795 page views that occurred in April 2021. Value Line continues to be a vital database that our patrons use for their financial and investment research needs. Average monthly usage for 2022 is on par with last year's usage, with an average of 1,546 page views per month this year compared to 1,542 page views per month in 2021. In 2020, patrons viewed an average of 1,206 pages per month.

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

OTHER DIGITAL SERVICES (CONTINUED)

Newsbank

NewsBank had 1,307 page views in the month of May. That is an increase of 3,984.4% over the 32 page views that occurred in May 2021. It is down a modest 0.7% compared to the 1,316 page views that occurred in April 2022. Patrons seemingly are enjoying being able to read older issues of the *Tri-City Herald*, *Seattle Times*, and other newspapers from around the United States that are offered by our current subscription package.

OTHER STATISTICS

Gate Counts

Our total gate count for May was 12,273. Our busiest day this month was Tuesday, May 24, with a gate count of 616.

Interlibrary Loans

In May, we received a total of 123 interlibrary loan requests from other libraries, all of which were for books. We sent 61 books to other libraries during the month in response to their interlibrary loan requests.

We also sent 17 interlibrary loan requests to other libraries in May for 16 books and one audiovisual (A/V) item requested by our patrons. We received 11 books and 3 A/V items from other libraries in response to requests. Fourteen individual patrons requested items this month. One of those patrons requested three items.

New Library Card Accounts

We created 418 new library card accounts in May. They included 324 resident cards, 77 nonresident cards, 9 limited access cards, 1 iCard, 1 homebound card, 2 global administrator cards, and 4 interlibrary loan accounts. Many of these new cards resulted from our outreach activities, particularly school visits and class library tours.

Public Internet Sessions

In May, our patrons had 976 public internet sessions for a total of 728 hours and 31 minutes.



Middle and High School Summer Reading Challenge 2022
Jun 10, 2022 - Aug 22, 2022

Ages: 11 - 18

Description
This summer, read beyond the beaten path! Log the minutes you read, write book reviews, and complete activities to earn badges and rewards.



Baby Summer Reading Program 2022
Jun 10, 2022 - Aug 22, 2022

Ages: 0 - 2

Description
Babies Love Reading Too! Have fun reading, singing, talking and playing together and earn a prize!



Adult Summer Reading Challenge 2022
Jun 10, 2022 - Aug 22, 2022

Ages: 17 - 109

Description
Adults, this summer we invite you to Read Off the Beaten Path. Keep track of the hours you read, write reviews and complete fun activities to earn tickets toward our grand prize raffles!



Children's Summer Reading 2022 prereader through 5th grade
Jun 10, 2022 - Aug 22, 2022

Ages: 2 - 40

Description
Children from prereaders through 5th graders are invited to join us to Read Beyond the Beaten Path this summer. Keep track of days you read or listen at least 20 minutes, write reviews and complete fun activities to earn prizes!



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/14/2022

Agenda Category: Approval of Bills

Prepared By: Christopher Nulph, Library Manager

Subject:

June 2022 Claims for Payment

Department:

Parks & Public Facilities

Recommended Motion:

Move to approve the May 1, 2022 through May 31, 2022 claims for payment.

Summary:

This is a review and approval of the May 1, 2022 through May 31, 2022 claims for payment.

Attachments:

1. May 2022 Voucher Listing
2. May 2022 Payroll
3. June 2022 Claims for Payment

Library Voucher Listing

Begin Date: 5/1/2022

End Date: 5/31/2022

NON-FACILITIES EXPENDITURES

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
001		GENERAL FUND						
	303	LIBRARY						
	K8188700/3583	ENVISIONWARE INC		INV-US-58064	5/18/2022	300616	ANNUAL MAINTENACE/SUBSCRIPTI ON MOBILE PRINT SERVIC	\$787.35
	K8188700/3583	OCLC INC		1000205235	5/4/2022	300272	CATALOG METADATA ILL APRIL 2022	\$1,163.73
	K8188700/3583	BIBLIOTHECA ITG LLC		INV-US53589	5/6/2022	300338	RFID RENEWAL 7/18/22- 7/17/23	\$1,080.60
SOFTWARE-LICENSING & UPGRADES TOTAL:								\$3,031.68
SOFTWARE-LICENSING & UPGRADES - YTD INFORMATION								
BUDGET: \$65,530.00			YTD ACTUAL: \$33,504.99			YTD % USED: 51.13%		
INFORMATION TECHNOLOGY TOTAL:								\$3,031.68
	K8721000/4201	VERIZON WIRELESS		9884439039	5/11/2022	300444	NASPO JULY WIRELESS	\$47.09
	K8721000/4201	VERIZON WIRELESS		9886609343	5/11/2022	300444	NASPO AUGUST WIRELESS	\$47.09
	K8721000/4201	VERIZON WIRELESS		9888786902	5/11/2022	300444	NASPO SEPTEMBER WIRELESS	\$123.34
	K8721000/4201	VERIZON WIRELESS		9874347693	5/11/2022	300444	Feb WCC 2021 with device trade in credits	\$35.35
	K8721000/4201	VERIZON WIRELESS		9880781454	5/11/2022	300444	WCC May charges with device credits for CM	\$35.38
	K8721000/4201	VERIZON WIRELESS		9887269680	5/11/2022	300444	August WCC with multi transfers	-\$4.39
	K8721000/4201	FRONTIER		04/22 2061882614	5/11/2022	300406	TELEPHONE CHARGES 04/19/22-05/18/22	\$139.64
	K8721000/4201	FRONTIER		05/22 5099433152	5/25/2022	300841	05/225099433152 TELEPHONE CHARGES 5/4/22-6/3/22	\$593.22

Library Voucher Listing

Begin Date: 5/1/2022

End Date: 5/31/2022

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
	K8721000/4201	VERIZON WIRELESS		9902207368	5/25/2022	300909	Verizon NASPO Feb 20-Mar 19 2022	\$89.40
	K8721000/4201	VERIZON WIRELESS		9904530892	5/27/2022	300993	Verizon April 2022 NASPO	\$89.36
	K8721000/4201	FRONTIER		05/22 2061882614	5/27/2022	300966	TELEPHONE CHARGES 05/19/22-06/18/22	\$163.89
TELEPHONE & COMM SVCS TOTAL:								\$1,359.37
TELEPHONE & COMM SVCS - YTD INFORMATION								
BUDGET: \$11,424.00			YTD ACTUAL: \$7,251.13			YTD % USED: 63.47%		
	K8721000/4504	XEROX CORP		016152963	5/18/2022	300702	3UA295134 BASE CHARGE APRIL 2022	\$161.00
	K8721000/4504	XEROX CORP		016152964	5/18/2022	300702	3UA295169 APRIL 2022 BASE CHARGE	\$87.57
	K8721000/4504	XEROX CORP		016152965	5/18/2022	300702	3UA295258 APRIL 2022 BASE CHARGE	\$317.00
	K8721000/4504	XEROX CORP		016152966	5/18/2022	300702	3UA296344 APRIL 2022 BASE CHARGE	\$349.59
COPIER/FAX LEASE RENTAL MAINT TOTAL:								\$915.16
COPIER/FAX LEASE RENTAL MAINT - YTD INFORMATION								
BUDGET: \$11,060.00			YTD ACTUAL: \$3,456.65			YTD % USED: 31.25%		
	K8721000/5301	WA STATE DEPARTMENT		DOR 04/2022	5/26/2022	9089	COMBINED EXCISE TAX- APRIL 2022	\$63.50
STATE TAXES TOTAL:								\$63.50
STATE TAXES - YTD INFORMATION								
BUDGET: \$1,020.00			YTD ACTUAL: \$97.48			YTD % USED: 9.56%		

Library Voucher Listing

Begin Date: 5/1/2022

End Date: 5/31/2022

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
	K8721000/4207	BANK OF AMERICA		043022	5/2/2022	9049	LIBRARY MERCHANT SERVICE FEES	\$85.27
MERCHANT SVC FEES TOTAL:								\$85.27
MERCHANT SVC FEES - YTD INFORMATION								
BUDGET: \$450.00			YTD ACTUAL: \$388.56			YTD % USED: 86.35%		
LIBRARY ADMINISTRATION TOTAL:								\$2,423.30
	K8722100/3401	MIDWEST TAPE		502047391	5/13/2022	300545	HOOPLA APRIL 2022	\$4,486.57
	K8722100/3401	PROQUEST LLC		70727453	5/18/2022	300661	ANCESTRY LIBRARY 5/1/22 -4/30/23	\$2,038.71
LIBRARY RESOURCES TOTAL:								\$6,525.28
LIBRARY RESOURCES - YTD INFORMATION								
BUDGET: \$367,277.00			YTD ACTUAL: \$159,935.59			YTD % USED: 43.55%		
	K8722100/4107	CI INFORMATION MANAG		0132693	5/4/2022	300229	ONSITE 64 GALLON RECURRING SHRED SERVICE	\$108.63
	K8722100/4107	SPORTSENGINE INC		20950	5/18/2022	300648	BACKGROUND CHECKS: LIBRARY	\$18.50
OTHER PROFESSIONAL SERVICES TOTAL:								\$127.13
OTHER PROFESSIONAL SERVICES - YTD INFORMATION								
BUDGET: \$860.00			YTD ACTUAL: \$349.13			YTD % USED: 40.60%		
LIBRARY PUBLIC SERVICE TOTAL:								\$6,652.41
LIBRARY NON-FACILITIES TOTAL:								\$12,107.39

Library Voucher Listing

Begin Date: 5/1/2022

End Date: 5/31/2022

FACILITIES EXPENDITURES

Fund	Div Org/Object	Description Vendor	P.O. Number	Invoice Number	Date	Check #	Description	Amount
001		GENERAL FUND						
	303	LIBRARY						
	K8725000/4700	CITY OF RICHLAND		04/2022 APR	5/13/2022	300523	CITY UTILITY BILLS/APR 2022	\$3,962.95
UTILITIES TOTAL:								\$3,962.95
UTILITIES - YTD INFORMATION								
BUDGET: \$53,736.00			YTD ACTUAL: \$14,153.16			YTD % USED: 26.34%		
LIBRARY FACILITIES TOTAL:								\$3,962.95

CITY OF RICHLAND

LIBRARY EXPENDITURE

May 2022

Month/Year

PAY PERIODS From April 25, 2022 through May 22, 2022

GROSS SALARIES \$ 91,503.44

		Gross Wages	Total
WEEK OF:	<u>05/12/22</u>	<u>45,402.73</u>	<u>45,402.73</u>
WEEK OF:	<u>05/26/22</u>	<u>46,100.71</u>	<u>46,100.71</u>
WEEK OF:	<u> </u>	<u> </u>	<u>-</u>
	TOTAL	<u>91,503.44</u>	<u>91,503.44</u>



RICHLAND PUBLIC LIBRARY

CERTIFICATION OF CLAIMS FOR PAYMENT

JUNE 2022

We the undersigned, Richland Public Library Board, City of Richland, Benton County, do hereby certify that the merchandise or services as previously specified have been received and that the accumulated costs are approved for payment in the amount of \$ \$103,610.83 this 14th day of June, 2022.

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

Voucher Listings	Amount
May 01, 2022 thru May 31, 2022	\$12,107.39

Transfer Advice (Salaries)	
Salaries for the weeks of: April 25, 2022 thru May 22, 2022	\$91,503.44

MONTHLY EXPENSES	\$103,610.83
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Comments: COR Voucher Listing May 2022
COR Library Expenditure May 2022

LIBRARY BOARD MEMBERS SIGNATURES (3 Signatures Required for Signoff)

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



LIBRARY BOARD AGENDA ITEM COVERSHEET

Meeting Date: 6/14/2022

Agenda Category: Unfinished Business

Prepared By: Christopher Nulph, Library Manager

Subject:
Strategic Plan Update

Department:
Parks & Public Facilities

Recommended Motion:
Discussion only.

Summary:
Review the attached draft of the Plan for discussion. This is still a rough draft of the Plan and not a final product.

Attachments:
I. 2022.06.14 Richland Strategic Plan Draft

DRAFT

**RICHLAND
PUBLIC LIBRARY
STRATEGIC
PLAN**

2022–2032



CONTENTS



00	Letter from the Manager
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00	Goals and Measures
00	Strategies
00	Our Process
00	Acknowledgements

LETTER FROM THE LIBRARY MANAGER



Libraries have provided fundamental resources to communities around the world for millennia. Here in our City, the free services that we offer have evolved with our population. The Richland Public Library may have started as a collection of fundamental resources, but, today, the library is also flourishing as a melting pot of ideas and fellowship for all ages. Through all these wonderful improvements, the library has always been invested in supporting the next chapter of life in Richland.

We are proud to deliver a 10-year strategic plan that was influenced by Richland residents for the City of Richland. We owe a great deal of thanks to everyone who contributed to its creation. Our collaboration doesn't stop there though. A plan only comes to life when the community it serves is along for the ride. I encourage the residents and future residents of Richland to be a part of this journey. Get a library card, check out our collection, participate in a fun program, give feedback, lead a library event, volunteer, display artwork, connect with others in our meeting space, or become a partner!

A library is at its best when it adapts with its community to reflect the residents, organizations, volunteers, partners, and City employees that make up the neighborhoods we share every day. With your help, the library's potential in this City is limitless, and I look forward to brainstorming our next big adventure together.

Chris Nulph
Library Manager

OUR COMMUNITY

Throughout the course of this strategic plan, the library is often referenced as a place for community. Where did that community start and where is it going? Our community is far more than just boundaries on a map. With a long history and bright future, the City is one we are proud to call home. Located near the confluence of the Yakima and Columbia Rivers, this is home to traditional lands of the Nez Perce, Umatilla, Walla Walla, Wanapum, and Yakama tribes. As we moved into the 20th century, Richland became one of the Manhattan Project sites and a critical cog in the World War II effort and beyond. The City became accustomed to quality government

services during that time as a federally planned community. The City of Richland was incorporated in 1958 and is now part of the Tri-Cities region, which includes Kennewick, Pasco, and West Richland.

The innovative spirit is still alive and well in our community. Science and medicine are among the highest employers in the City, with Pacific Northwest National Laboratory, Kadlec Regional Medical Center, and Bechtel National driving much of the area's workforce. The region also supports a booming wine and agricultural industry.





With more than 300 days of sunshine each year, weather that ranges from wintertime snow to summertime heat, and an average yearly precipitation of just 7.7 inches, Richland is a community in which residents and visitors alike enjoy an abundance of recreational, educational, and business opportunities. Richland is known for its many parks and paved walking trails throughout the city; recreational activities ranging from waterskiing, boating, and fishing on the Columbia River to walking miles of paved riverfront trails, hiking Badger Mountain, and golfing at Columbia Point; a vibrant arts community hosting concerts, plays, festivals, and art shows; hundreds of wineries, craft breweries, and restaurants within easy driving distance; and much more.



As of 2020, Richland was a community of about 60,560 residents, with the greater Tri-Cities having a population of 237,884. It is a community that has substantially grown and continues to be one of the fastest-growing areas in Washington State. In an area full of innovators and entrepreneurs, Richland will continue to be at the forefront of tomorrow. This is the community the City of Richland supports through quality municipal services, and we are honored to be a part of its unique history and future.

OUR LIBRARY

Initial library service in Richland was established in 1944 by the Hanford Engineer Works Employees' Association, providing resources to the employees of the Hanford Project. Once the organization dissolved, the collection eventually found a home at the Richland Public Library in April 1951. Doris Roberts received the honor of being the first manager of the library, when the General Electric Company opened a library building in downtown Richland. Doris maintained that title for the first 33 years of library operation. She noted the tremendous community support at the time: "At some time or another, almost every organization in Richland has contributed financially or with service to the support of their library."



In August 1959, the library transferred operation to the City of Richland, and it has been a municipal service ever since. In 1962, the Library Board set the expectation for library service with this statement of purpose: "The Richland Public Library shall endeavor to provide facilities, staff, and services which will anticipate the needs and stimulate the interest of as many children and adults as possible. New concepts in library procedures, services, and programming shall be introduced when applicable to the interest of the community and economically practicable."

Today, the Richland Public Library is a result of that early purpose statement. It is housed in a modern, light-filled, 58,000-square-foot building for public use. It currently has two study rooms, two conference rooms, a large gallery, a book sale room run by the Friends of the Richland Public Library, and a two-story lobby that frequently hosts art exhibits and displays from a diverse collection of community groups. The library currently has a physical collection of more than 167,000 items, plus thousands more titles available online. Our total physical and digital circulation, including renewals, was 709,920 in 2021. By the beginning of 2022, we had over 46,000 library cardholders in our system.

The Richland Public Library provides a robust array of programming for all ages. The library traditionally performs among the highest per capita program engagement for all libraries in Washington state serving between 25,001 and 100,000 people. The library has a long history of public enjoyment and support in this community with no signs of letting up. Over the next decade, we will continue to find new and creative ways for weaving the library into the fabric of Richland.





VISION

All Richland residents experience the library as a durable, trusted institution for the public good that is finely interwoven into the entire fabric of our community.

MISSION

Be that hope-inspiring presence in our community where every person belongs and is supported in enjoyment, learning, and understanding.



VALUES

INTELLECTUAL FREEDOM

The library is committed to the right of library users to confidentially access information from all points of view without restriction, censure, or oversight.

DIVERSITY, EQUITY, AND INCLUSION

The library will support an environment where all individuals have equitable access to services, are valued and respected for their unique traits, and are welcomed to be a part of the library.

PROACTIVE HOSPITALITY

The library is committed to a proactive approach to customer service in which staff make the first move to help customers. Library staff go out of their way to first find potential needs and then resolve them before customers need to ask for help.

LITERACY

The library is committed to helping children and adults develop the ability to read, use technology, and to seek and effectively utilize information.

PUBLIC AWARENESS AND ADVOCACY

The library is committed to increasing public awareness of libraries and the critical role they play in transforming lives and communities through diverse forms of education.

PARTNERSHIPS AND COLLABORATION

The library is committed to developing and sustaining relationships between the library and other entities for the benefit of the residents and the community.

SUSTAINABILITY

The library is committed to mindful use of resources and to supporting sustainability broadly through programming, collections, exhibits, events, advocacy, communication, and library building and space design.

WORKPLACE CULTURE

The library is committed to fostering a workplace where staff, volunteers, and advocates feel valued, included, and empowered to champion the library's vision, values, and purposes.

ROLES OF THE LIBRARY

Through the strategic planning process, three key roles for how Richland Public Library serves our community emerged. These roles set the context for how we will achieve the goals of this strategic plan.



PUBLIC SQUARE

The library is a welcoming, comfortable, and evolving community space for everyone. It serves the multifaceted needs of our community members—creative, cultural, economic, educational, intellectual, interpersonal, recreational, and social. Wherever library service is offered, it embodies a friendly, respectful, safe, and hospitable environment. The library is a valued community destination and a trusted hub for neighborly fellowship.

USER EXPERIENCE

Hope, belonging, and a sense of well-being.



COMMUNITY ADVOCATE

Leveraging outreach and partnerships, the library facilitates a connected web of community support. In this way, the library is without walls—meeting people where they are and facilitating their access to a network of library and regional resources. The library is committed to the growth and well-being of its partners.

USER EXPERIENCE

A supported and resilient community.



KNOWLEDGE NURSERY

The library is fertile ground for the propagation and nurturing of knowledge for everyone in our community. It is the ultimate source of reliable information. The library is an easily accessible virtual and physical environment that facilitates the freedom to discover new ideas and cultivate the diverse learning pursuits of residents throughout their lifetimes. Its favorable conditions improve quality of life for every person and for the City as a whole.

USER EXPERIENCE

An inspired and empowered City.

GOALS OF THE LIBRARY

This strategic plan sets out three goals for Richland Public Library over the next ten years. The actions recommended in this document in the upcoming strategies section will contribute to the achievement of these goals.



GOAL A

All residents experience, enjoy, and benefit from the library.

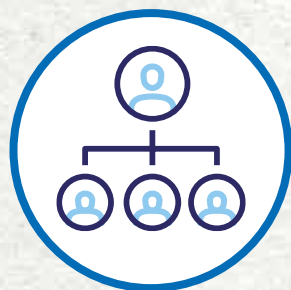
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GOAL B

All residents experience convenient access to the library from anywhere in the city.

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GOAL C

Community members and advocacy partners effectively connect through a network of library and regional resources.

STRATEGIES

The strategic planning process identified three strategies to focus our efforts on. Within each of these strategies are recommended actions. For each year of this plan, the library will identify which actions to pursue through the development of work plans, staffing plans, and annual budgets.



1. Relevancy

Library users should be aware of what the library has to offer, and the library needs to provide users with benefits that make using the library worthwhile. This is what makes the library relevant.

- a.** Develop and describe a plan of service and budget that focuses on the three roles of the library: public square, knowledge nursery, community advocate.
- b.** Align service, support, and staffing models.
- c.** Develop organizational capacity to understand what is relevant to the library's served, underserved, and unserved market segments.
 - Market intelligence
 - Needs assessment
 - Various outreach methods
 - Partnerships
- d.** Launch and sustain an effective public awareness and advocacy campaign.
- e.** Refurbish and refresh the existing library and rebrand the library
- f.** Incorporate the roles of the library in marketing materials and public information.
- g.** Involve Library Board of Trustees, Friends of the Library, Library Foundation.
- h.** Identify resources for investments that will progressively enable achievement of the 2032 vision and goals.



2. Inclusion

To ensure residents feel included, the library will identify what residents need to create a continuous loop of learning. We will seek out partners to help us achieve this.

- a.** Engage and sustain mutually beneficial relationships with community partners.
- b.** Using creative and resourceful methods, determine who the hard-to-reach residents are, and how best to serve them.
- c.** Select smart outreach and programming, focused on engaging hard-to-reach residents.
- d.** Collaborate with partners to make residents' access to needed services, resources, and expertise convenient, timely, and accurate.
- e.** Host partners, providers, and programs through the physical and virtual spaces of the library.
- f.** Creatively conduct continuous outreach and assessment and sculpt responsive services and collections.

STRATEGIES



3. Accessibility

The library is committed to accessibility by removing barriers and creating a presence that includes physical spaces, as well as virtual, distributed programmatic offerings throughout the city, and through a network of partners and collaborators.

- a. Maximize the interior and exterior spaces of the existing library.
- b. Expand the physical proximity of the library with a location in south Richland.
- c. Develop, implement, and improve the “library without walls” concept to achieve a library presence proximate to residents and integral to the neighborhoods and community at large.
- d. Expand partnerships and possible reciprocity with other libraries.
- e. Utilize cutting-edge technology to increase accessibility.
- f. Through an equity, diversity, and accessibility lens, improve operations and practices affecting residents and staff.
- g. Develop a physical and virtual collection that is reflective of all our community.
- h. Continuously connect with residents to learn how the library can improve access.

SUCCESS MEASURES

The success of the strategies in this document will be assessed using these five success measures. Specific criteria for these measures will be identified and reviewed through the development of annual work plans.



A. GROW USERSHIP

The resident user base of the library increases proportionately to match or exceed population growth.

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B. GROW CUSTOMER SATISFACTION

Improve the experience, including hospitality, enjoyment, and benefit.

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C. GROW ACCESSIBILITY

Increase access to the library, physically, virtually, and programmatically.

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D. GROW COMMUNITY ADVOCACY

Regional advocacy support is effective in meeting client and partner needs and strengthening resiliency.

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E. GROW RELEVANCY

The library is a valued institution that inspires hope, belonging, and a sense of well-being.

OUR PROCESS

The creation of this plan has been an inclusive, collaborative, and iterative process. We believe the process to help inform the strategic plan is one of the most robust public input efforts to occur in the history of the library. We are thankful for the committed work of many individuals who have made it a reality.

To encourage the broadest participation by the community, we announced our planning process on the City and the library websites. We invited participation at physical and virtual forums. We set up a social networking platform called Social Pinpoint. This website informed the public about the strategic planning

process and provided a means for anyone to post online feedback, comments, questions, and ideas. We set up comment boards at various locations as well. We interviewed many specific stakeholder organizations, groups, and individuals to listen to voices that may have otherwise not had the opportunity to provide input. We met with citywide leadership staff and City Council members who serve and represent the community. Also central to the process was the Library Planning Team, a group of library staff led by Christopher Nulph, Library Manager, for its role in reflecting and responding to the community input.



Central to this process was the 16-member, community-based Library Strategic Planning Task Force. Invited to bring a cross-section of community perspectives, the Task Force participated in monthly work sessions from January through March 2022. The Task Force helped process findings from meetings, forums, key informant interviews, as well as input from individuals and the library planning team and staff. From this analysis, the Task Force helped the Project Team identify community needs and the prospective roles of the library in addressing those needs over a 10-year span.

The Library Board of Trustees recognized the need for a strategic plan and has overseen the process through a Trustee representative on the

Task Force and via Project Team briefings at its monthly meetings. This plan is supported and affirmed by the Board of Trustees.

From all the foregoing synthesis, the Library Planning Team developed the strategic framework for the next decade. This strategic plan is the over-arching framework for guiding policies, practices, services, and resource allocation decisions that will achieve the goals, and ultimately, the vision for 2032. The strategies include that library management will take steps to actualize the plan. Specific work plans will be created and executed yearly with the goal of balancing circumstantial variables with plan progress.

COMMUNITY ENGAGEMENT: DATA SOURCES

Our engagement was conducted with multiple stakeholders, including 124 hours of Library Planning Team interviews, forums, work sessions, and library staff meetings.

Social PinPoint was used to collect survey data and capture 306 individual online comments. Community input was also captured from idea boards, interviews, pop-up engagement, and planned events.



INTERVIEWS

- Community forums
- City and community leaders
- Residents
- Key informants and other stakeholders
- Community Task Force Work Sessions



INDIVIDUAL COMMENTS

- Community needs
- Roles of the Library
- Challenges to access
- Future imperatives

ACKNOWLEDGEMENTS

- Our thanks to the following teams and individuals who invested their time and energy in our process and to every member of the community who participated in forums, surveys, and other forms of input. Every bit of input has been heard and considered and we are thankful.

We'd also like to thank all of the staff who helped in the development of this plan.

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- Kurt Maier
- Terry Christensen, Mayor Pro Tem
- Sandra Kent
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RICHLAND PUBLIC LIBRARY STRATEGIC PLAN

2022-2032

