



**CITY OF STAYTON**

**M E M O R A N D U M**

**TO:** Mayor Porter and the Stayton City Council

**FROM:** Janna Moser - Library Director

**DATE:** June 15, 2020

**SUBJECT:** May Library report

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In May, we started curbside pickup service. Patrons can place holds and set up appointments to pick up their items either online or over the phone. We set up a quarantine system and safety procedures necessary to provide the pickup service and process returning items. Holds are limited to Stayton Library items as the cooperative courier system is not running. We also expanded our reader's advisory options.

Children at Virtual Storytime created the story "Walking in the Woods" together from a series of prompts. Staff captured their responses, and the story was shared on our Facebook page. We hosted a virtual Star Wars trivia to celebrate Star Wars Day. Access to downloadable magazines was enhanced through our relationship with Chemeketa Cooperative Regional Library Service.

Upcoming events to watch for on our Facebook page:

- Summer Reading signups - started today
- Children – STEAM challenge #1 – started today
- Storywalk #1 in Community Center Park – up today
- Adults & Teens – Quarantine Show & Tell – starts June 16
- Virtual Storytime – June 24 at 10:00am
- Adults & Teens – Crafts to Go: Paper Bunting – starts June 25

2019-2020 Monthly Library Statistics														
	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	2019-20 YTD	2018-19 YTD
<b>TOTAL CHECKOUTS</b>	20,521	19,222	16,993	16,870	16,132	16,699	18,004	16,731	6,907	118	399		148,596	162,017
*COVID-19 closure started March 12 at 12pm														
<b>OTHER CIRCULATION SERVICES</b>														
Self check out	5,180	4,856	4,069	3,996	3,899	3,894	4,444	3,850	1,479	8	21		35,696	47,929
Library2Go (ebooks + downloadable audio)	1,631	1,599	1,430	1,551	1,389	1,432	1,664	1,531	1,874	2,164	2,020		18,285	16,292
<b>INCOME RECEIVED</b>														
Non-resident cards	\$207.00	\$160.00	\$12.00	\$70.00	\$0.00	\$385.00	\$70.00	\$326.00	\$70.00	\$0.00	\$0.00		\$1,300.00	\$1,602.00
Fines: overdue & lost books	\$1,061.67	\$670.36	\$497.20	\$763.04	\$439.40	\$535.15	\$175.00	\$1,149.95	\$323.75	\$95.05	\$0.00		\$5,710.57	\$12,349.68
Room fees	\$177.50	\$240.00	\$45.00	\$0.00	\$195.00	\$385.00	\$127.85	\$175.00	\$0.00	\$0.00	\$0.00		\$1,345.35	\$1,820.00
												<b>TOTAL</b>	<b>\$8,355.92</b>	<b>\$15,771.68</b>
<b>REFERENCE QUESTIONS</b>														
In-Person, by phone and computer help	590	484	592	476	414	427	680	640	n.c.	n.c.	n.c.		4,303	6,107
n.c. = not counted														
<b>NEW PATRON CARDS</b>	66	56	37	57	53	49	60	39	22	16	9		464	751
<b>INTERNET USE</b>														
	950	1,036	812	838	716	801	808	846	334	0	0		7,141	10,932
<b>PROGRAM ATTENDANCE</b>														
Children & adults at Children's Programs	835	334	472	978	451	377	791	445	539	1,446	158		6,826	5,126
Teens	82	39	12	20	10	26	15	13	8	24	39		288	226
Adults	43	61	26	7	35	54	168	210	37	18	47		706	1,076
Outreach	0	0	460	595	568	484	684	500	346	0	0		3,637	2,264
												<b>TOTAL</b>	<b>11,457</b>	<b>8,692</b>
<b>MEETING ROOM ATTENDANCE</b>														
	69	31	178	299	196	103	168	157	56	0	0		1,257	1,700
<b>PATRON VISITS</b>														
	8,369	7,877	6,247	7,097	5,987	5,754	7,014	6,588	2,640	0	0		57,573	87,911
<b>VOLUNTEER HOURS</b>														
	219	218	173	192	170	212	233	212	78	0	0		1,704	2,996