



**Clackamas County Library Advisory Board
 Meeting Agenda
 January 19, 2023
 5:30 pm
 Virtually Via Zoom**

<https://clackamascounty.zoom.us/j/89078898118?pwd=WXRleHVrMTJDVTNwSWw2aVhVRkVZQT09>

Passcode: 323700

Webinar ID: 890 7889 8118

Topic	Time	Information Discussion Decision	Lead
Library Board Meeting Call to Order	5:30 pm		Debrah
Approve December Meeting Minutes	5:30 pm		Debrah
Reports/Discussion items:			
a) Director's Report	5:35 pm	Information	Mitzi
b) NCPRD DAC update	5:45 pm	Information	Grover
c) Gladstone Task Force update	5:55 pm	Information	Natalie
d) Concord Task Force update	6:00 pm	Information	Grover
e) OLA 2021 Standard Review (Section 6)	6:05 pm	Discussion	Mitzi/Debrah
f) Public Comment (3 minute limit)	6:55 pm	Information	Debrah
Adjourn	7:00 pm		Debrah
Next meeting: February 16, 2023			



Clackamas County Library Advisory Board Meeting
Virtually Via Zoom
Minutes - **Unapproved**
December 15, 2022
5:30 pm

Attendance

Voting members

Members	Attendance	Notes
Debrah Bokowski	present	Chair
Grover J. Bornefeld	present	Vice Chair
Natalie Smith	Not present	
Evan Griffith	present	
Caitlin Gonzales	present	
Nancy Eichsteadt	Not present	Non-voting alternate (Gladstone)
Anatta Blackmarr	present	Non-voting alternate (Oak Lodge)

Others present

Name	Notes
Mitzi Olson	DTD Library Manager
Mindy Garlington	Gladstone City Council

Call to Order: The meeting was called to order at 5:30 p.m.

Approval of November 17, 2022 Meeting Minutes: Approved with no corrections or additions.

Reports

Director's Report: Mitzi

- Not a whole lot happening right now.
- Librarians are compiling school data.
- Just finished and submitted the state report.
- Mitzi will be on vacation starting December 21.
- LDAC meeting coming up on January 23, 2023. It might be an interesting meeting, with discussion continuing about how libraries have spent District funds.

NCPRD DAC Update: Grover

- Halfway through the planning, will update the DAC and Task Force soon.
- Still working on a conditional permit to use the building for offices.

- NCPRD proposed to lease the land on which the library will be built, rather than selling to the Library. This may lead to some problems, such as what will happen to the library when the lease ends? In the December 7th packet, it states that when the lease ends, the library building would be transferred to NCPRD.
- Also, a consulting firm is being hired to evaluate whether NCPRD should change their type of district and separate from the County. There are several required steps before this could happen.
- City of Milwaukie is still trying to leave NCPRD.

Gladstone Library Task Force: Debrah

- No update.

Concord Property and Library Planning Task Force: Grover

- A briefing is expected at the start of the year.
- Debrah did invite Commissioner Shull to attend this meeting, but did not hear back.
- Councilperson Garlington mentioned that people can speak in support of libraries, even when the library topic is not on the Board of County Commissioners' agenda.

Public Comment (3-minute limit)

- Bob Zimmer: Expressed the opinion that to anybody who was on the Oak Lodge Community Library Advocates a few years ago, this is nothing new. He is willing to advocate again.

OLA Standards Review: Mitzi

- 4 through 5.4 (stopped at page 32)

Additional

- Anatta asked about potential cuts to LINCC Library Services. Mitzi had no additional updates, as no decisions have been made.
- Grover mentioned that the Library Board should be included in any Task Force updates. Debrah will contact Jason.

ADJOURNMENT:

Next Meeting: January 19, 2023

Adjournment: 7:00 pm

Respectfully submitted,

Robin Dawson



Clackamas County Library Advisory Board Meeting
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Members	Attendance	Notes
Debrah Bokowski	present	Chair
Grover J. Bornefeld	present	Vice Chair
Natalie Smith	present	
Evan Griffith	present	
Caitlin Gonzales	present	
Nancy Eichsteadt	present	Non-voting alternate (Gladstone)
Anatta Blackmarr	present	Non-voting alternate (Oak Lodge)

Others present

Name	Notes
Mitzi Olson	BCS Library Manager
Paul Savas	Board of County Commissioners

Call to Order: The meeting was called to order at 5:33 p.m.

Approval of October 20, 2022, Meeting Minutes: Natalie made a motion to approve the minutes with corrections: the addition of Evan, who was present at the meeting, and a rephrasing of information in the NCPRD DAC update, requested by Grover.
 APPROVED

Reports

Director's Report: Mitzi

- Had two Halloween events, one in Gladstone and one in Historic Downtown Oak Grove. Both were very successful; gave away over 500 book marks in Gladstone and over 450 books at Oak Grove. Most importantly, marketing of story time, which has increased attendance at the Oak Lodge story times. Same at Gladstone, even though it already had good story time attendance. Debrah offered kudos for the children's librarians. Friends also gave away a large number of vouchers for free books.

- Added a second story time at Gladstone on Mondays. Will continue to monitor attendance and comments and will add more, if needed. May also partner with Portland Early Learning Project to offer bilingual story time. Attendees were surveyed concerning best days/times to add additional story time.
- Oak Lodge story times are now being offered on Mondays and Fridays—will offer a survey later on to determine if different days might be wanted.
- Included in the packet: LDAC Annual Reports and the Strategic Plan and Mission Statement being worked on as a consortium.
- Had a classroom visit at Oak Lodge this week. At Gladstone, there are some OBOB classes coming soon.
- Mitzi expressed thanks for the Board’s patience as they work through the OLA standards.
- Statistics on the school districts, as requested at the last meeting: it will take some time to tease out the relevant information, particularly for Oak Lodge, but it is underway. Gladstone has 10% “Ever English”, 17% identify as Hispanic, 8% as Multiracial. More to come.
- Grover suggested exploring possible collaboration with Jennings Lodge and Candy Lane schools for some bilingual programming.

NCPRD DAC Update: Grover

- There is some delay in getting conditional use permits so the building cannot be used for some of what they want to do until it’s done. There is also some concern about mold. Neither of these affect the future library directly. What does, is that they cannot move forward at this time.
- Anatta checked in with Cindy Becker to request updates about the projects. She responded that email information would be going out in the next few days to both task forces. Grover noted that monthly updates that were promised have not materialized.
- Commissioner Savas will check into the monthly updates. He added that the mold issue has been resolved.

Gladstone Library Task Force Update: Natalie

- Natalie shared an email update from Jason Varga that another member of the Gladstone Task Force had just received: noting the celebration of the old City Hall demolition; design boards are at City Hall; the demolition site will remain as is (fenced and empty) until construction begins; ARPA fund approval (\$6M); public art RFP.

Concord Property and Library Planning Task Force Update: Grover

- Update on inviting Commissioner Shull? Debrah admitted she had not done it yet, but she will.
- Mitzi did let Sarah Eckman know that the group would like to have someone join a future meeting to talk about the gap in funding and what the plans would be.
- Grover wants the Board to continue pushing for the issues around funding the project. Anatta continues to think about and plan advocacy.

LDAC Update: Grover

- Mitzi asked if there should there be *Alternates*, one for the City of Gladstone and one for the Oak Lodge service area, appointed to LDAC? Anatta and Nancy are willing. Mitzi will notify Jackie Betz for the City of Gladstone position; the Board made a motion to recommend the appointment of Anatta for the Oak Lodge position. All Oak Lodge representatives were in favor of the recommendation.
- Natalie was informed that she was nominated to be the vice-chair of LDAC. She accepted.
- Grover stated that it was made clear that the function of the committees is oversight. Financial information from Fiscal Year 2017/18 and 2019/20 is newly available for review, further discussion will be carried over to the next meeting.
- The other big topic was the concern about the City Managers not being interested in forming a Library District Task Force, which was underway, but then derailed by the Pandemic.
- Anatta mentioned the discussion of LINCC Support Services budget reductions. Deliberations about this are still underway.

Statement from Anatta:

- Anatta spoke with her daughter, who is an ASL translator. ‘Deaf’ and ‘Blind’ is the proper terminology, not visually- or hearing-impaired. Also, it would not be offensive for video phones to be available in *some* libraries, if they cannot be available in *all*.

OLA 2021 Standards Review: Mitzi

- 2.3-4.1 (stopped at page 24)

Public Comment: 3 minutes (None)

ADJOURNMENT:

Next Meeting: December 15, 2022

Adjournment: 7:02 pm

Respectfully submitted,

Robin Dawson

Elementary Schools

	Gladstone				Oak Lodge					
	Candy Lane	GCCF	John Wetten		Bilquist	Jennings Lodge	Oak Grove	Riverside	View Acres	
Demographics					Demographics					
American Indian/Alaska Native	0%	0%	1%		American Indian/Alaska Native	0%	1%	0%	<1%	0%
Asian	<1%	2%	1%		Asian	4%	0%	<1%	1%	1%
Black/African American	1%	1%	1%		Black/African American	4%	0%	2%	0%	1%
Hispanic/Latino	51%	20%	18%		Hispanic/Latino	19%	46%	20%	34%	11%
Multiracial	6%	8%	10%		Multiracial	10%	10%	12%	5%	7%
Native Hawaiian/Pacific Islander	0%	0%	1%		Native Hawaiian/Pacific Islander	1%	0%	1%	1%	<1%
White	41%	69%	69%		White	62%	44%	65%	59%	80%
Ever English Learner	38%	<10% or data unavailable	9%		Ever English Learner	14%	31%	12%	30%	5%

Middle Schools

	Gladstone			Oak Lodge	
	Kraxberger			Alder Creek	
Demographics				Demographics	
American Indian/Alaska Native	1%			American Indian/Alaska Native	<1%
Asian	1%			Asian	2%
Black/African American	1%			Black/African American	2%
Hispanic/Latino	16%			Hispanic/Latino	29%
Multiracial	7%			Multiracial	7%
Native Hawaiian/Pacific Islander	1%			Native Hawaiian/Pacific Islander	<1%
White	74%			White	59%
Ever English Learner	12%			Ever English Learner	24%

High Schools

	Gladstone			Oak Lodge	
	Gladstone High			New Urban	Rex Putnam
Demographics				Demographics	
American Indian/Alaska Native	1%			American Indian/Alaska Native	<1%
Asian	2%			Asian	4%
Black/African American	1%			Black/African American	2%
Hispanic/Latino	17%			Hispanic/Latino	14%
Multiracial	7%			Multiracial	11%
Native Hawaiian/Pacific Islander	1%			Native Hawaiian/Pacific Islander	0%
White	71%			White	70%
Ever English Learner	11%			Ever English Learner	<10% or data unavailable
					22%

Gladstone

Statistics December 2022

Overview	December 2022	December 2021	Current YTD	Previous YTD	Percent Change
Circulation	11,018	10,754	66,712	69,820	-4%
Downloadable	1,415	1,230	8,574	8,533	0%
Total	12,433	11,984	75,286	78,353	-4%

Reference: Queries	161	160	1,205	950	27%
Reference: Other	365	259	2,362	1,257	88%
Door Count	2,666	2,418	17,132	16,325	5%
Internet: Hours Used	131	88	959	1,133	-15%
Internet: Users	240	168	1,699	1,536	11%

Programs	December # of Programs	December # of Programs YTD	December # of Programs Previous YTD	Percent Change	December Attendance	Attendance YTD	Attendance Previous YTD	Percent Change
Story Hours	7	31	22	41%	92	543	81	570%
Juvenile Programs	1	8	0	800%	0	267	0	26700%
Teen Programs	0	0	0	0%	0	0	0	0%
On-site visits to Library	0	0	0	0%	0	0	0	0%
Off-site visits from Library	0	0	0	0%	0	0	0	0%
Adult Programs	2	11	6	83%	16	108	61	77%
Other	0	2	0	200%	0	755	0	75500%

Inter Library	December	YTD
Borrowed in County	5,189	30,803
Borrowed Out of County	15	110
Loaned In County	3,973	24,243
Loaned Out of County	7	46

Technical Services	December	YTD
Books	135	1,547
Audio	0	24
DVD	1	64
Other	1	1
Total	137	1,636

Volunteer Hours	0	0
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New Borrowers	54	322
Borrowers to Date	4,078	

Oak Lodge Library

Statistics December 2022

Overview	December 2022	December 2021	Current YTD	Previous YTD	Percent Change
Circulation	14,410	13,950	92,591	94,348	-2%
Downloadable	2,312	2,063	13,353	12,481	7%
Total	16,722	16,013	105,944	106,829	-1%

Reference: Queries	244	200	1,354	1,222	11%
Reference: Other	464	225	2,448	1,322	85%
Door Count	4,635	4,241	29,922	25,441	18%
Internet: Hours Used	261	243	1,618	1,209	34%
Internet: Users	426	381	2,542	1,895	34%

Programs	December # of Programs	December # of Programs YTD	December # of Programs Previous YTD	Percent Change	December Attendance	Attendance YTD	Attendance Previous YTD	Percent Change
Story Hours	7	36	22	64%	48	164	81	102%
Juvenile Programs	0	8	0	800%	0	195	0	19500%
Teen Programs	0	0	0	0%	0	0	0	0%
On-site visits to Library	0	1	0	100%	0	20	0	2000%
Off-site visits from Library	0	2	0	200%	0	472	0	47200%
Adult Programs	2	11	2	450%	22	156	10	1460%
Other	0	1	0	100%	0	231	0	23100%

Inter Library	December	YTD
Borrowed in County	6,758	43,652
Borrowed Out of County	62	282
Loaned In County	5,301	31,989
Loaned Out of County	19	129

Technical Services	December	YTD
Books	187	1,632
Audio	0	41
DVD	5	84
Other	0	0
Total	192	1,757

Volunteer Hours	0	0
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New Borrowers	50	331
Borrowers to Date	5,928	

Study Rooms	December	YTD
Usage	28	203

2022 Oregon Public Library Statistical Report

2022 Oregon Public Library Statistical Report

Gladstone Public Library

Mitzi Olson
135 E Dartmouth St
Gladstone, OR 97027

gladstone@lincc.org
O: 503-655-8540

Mitzi Olson

molson@clackamas.us
O: 503-655-8570

Application Form

Part 1 - General Information

Question 111 Was there a (geographic) boundary change in the legal service area in the last year?*

Examples of boundary changes include:

- a municipality, county, or district annexes land
- when one municipality in a county becomes either an independent city or its own county necessitating its exclusion from the first county's geography
- an administrative entity contracts to provide public library service for some additional geographic area other than the geographic area for which it was established (e.g., a municipal library contracts to serve county residents)

No

Question 113 Has the library or any of its branches moved (or changed address) in the last year?*

No

Question 113b New address

If answered *Yes*, please include the new address (and branch name, if applicable) here.

Question 118 Registered Users*

4537

Question 119 Registered Users Added*

607

Part 2 - Staff & Volunteers

Question 201 Librarians with ALA/MLS (in FTE)*

2.4

Question 203 Total Librarians (in FTE)*

Include all librarians (as FTE) reported in Question 201 here as well.

2.4

Question 204 All other paid staff (in FTE)*

2.72

Question 206 Total number of volunteers (individuals)*

0

Question 207 Total volunteer hours*

0

Question 209 Friends of the Library*

No

Question 210 Library Foundation*

Yes

211 Number of full-time permanent positions (37.5 hours/week or more)*

Report the number of permanent positions (individual positions, *not* FTE) budgeted at your library scheduled for 37.5 hours per week or more (on average). Include any currently vacant full-time positions. *Permanent* in this context refers to any position that is not specifically identified as temporary or on-call.

9

212 Number of part-time permanent positions between 20 and 37.5 hours/week*

Report the number of permanent positions (individual positions, *not* FTE) budgeted at your library scheduled between 20 and 37.49 hours per week (on average). Include any currently vacant full-time positions. *Permanent* in this context refers to any position that is not specifically identified as temporary or on-call.

0

213 Number of part-time permanent positions (less than 20 hours/week)*

Report the number of permanent positions (individual positions, *not* FTE) budgeted at your library scheduled for less than 20 hours per week (on average). Include any currently vacant full-time positions. *Permanent* in this context refers to any position that is not specifically identified as temporary or on-call.

0

214 Number of temporary or on-call positions*

Report the number of temporary or on-call positions your library has. A *Temporary* position could be any limited-duration position (e.g., for grant-funded projects) that is not included in your library's regular staffing budget year-to-year. *On-call* positions are those that do not typically work a set number of hours per week or month.

10

Staffing notes

Optional.

Full time staff referenced in question 211 are shared with the Oak Lodge Library and together make a full position. Our on-call positions do work a set number of hours each week or month.

Part 3 - Revenue

Question 301 City Revenue*

Round to the nearest dollar.

\$206,338.00

Question 302 County Revenue*

Round to the nearest dollar.

\$815,819.00

Question 303 District Revenue*

Round to the nearest dollar.

\$842,990.00

Question 305 State Revenue*

Round to the nearest dollar.

\$3,259.00

Question 306 LSTA and ARPA Grant Revenue

Report *only* ARPA funds received via the State Library. Report any other ARPA funding in Question 308.

\$0.00

Question 308 Other Federal Revenue*

Report *all other* ARPA funds or funding from federal sources here (other than any received via the State Library).

Round to the nearest dollar.

\$137,593.00

Question 310 Other Operating Revenue*

Round to the nearest dollar.

\$-7,121.00

Question 312 Local Capital Revenue*

Round to the nearest dollar.

\$0.00

Question 313 State Capital Revenue*

Round to the nearest dollar.

\$0.00

Question 314 Federal Capital Revenue*

Round to the nearest dollar.

\$0.00

Question 315 Other Capital Revenue*

Round to the nearest dollar.

\$0.00

Revenue Notes

Optional.

Part 4 - Expenditures

Question 401 Salaries and Wages Expenditures*

Round to the nearest dollar.

\$410,260.00

Question 402 Employee Benefits Expenditures*

Round to the nearest dollar.

\$226,798.00

Question 406 Total Expenditures on Print Materials*

Round to the nearest dollar. Please include total expenditures on all books, periodicals, and other print materials here.

\$53,902.00

Question 407 Electronic Materials Expenditures*

Round to the nearest dollar.

\$24,221.00

Question 408 Other Materials Expenditures*

Round to the nearest dollar.

\$7,785.00

Question 410a All Other Operating Expenditures*

Round to the nearest dollar.

\$187,328.00

Question 410b Internal service charges

Select all that apply.

- Administration
- Facilities
- Human Resources
- Information Technology
- Legal
- Finance
- other

Question 412 Library Construction Expenditures*

Round to the nearest dollar.

\$607,403.00

Question 413 Capital Equipment Expenditures*

Round to the nearest dollar.

\$0.00

Question 414 Other Capital Expenditures*

Round to the nearest dollar.

\$0.00

Expenditures Notes

Optional.

Part 5 - Collections

Question 501 Print Items*

25286

Question 502 Print Items Added*

3212

Question 503 Physical Audio Items*

3737

Question 504 Physical Audio Items Added*

82

Question 505 Physical Video Items*

5224

Question 506 Physical Video Items Added*

223

Question 507 Other Physical Library Materials*

318

Question 508 Other Physical Library Materials Added*

22

Question 511 Ebook units in Library2Go*

If your library participates in Library2Go/ODLC, please enter **56,416** here. If your library does not participate in Library2Go, please enter 0.

56416

Question 512 Ebook Units Added to Library2Go*

If your library participates in Library2Go/ODLC, please enter **8,403** here. If your library does not participate in Library2Go, please enter 0.

8403

Question 513 Ebook Units Owned or Licensed Locally other than Library2Go Collection*

List all other e-book units in your library's collection (purchased/licensed through an OverDrive Advantage account, Bibliotheca, etc.), or held by a consortia other than ODLC/Library2Go.

9794

Question 514 Ebook Units Added Owned or Licensed Locally*

List all other e-book units added to your library's collection (purchased/licensed through an OverDrive Advantage account, Bibliotheca, etc.), or held by a consortia other than ODLC/Library2Go.

3349

Question 517 Digital Audiobook Units in Library2Go*

If your library participates in Library2Go/ODLC, please enter **35,057**. If your library does not participate in Library2Go, please enter 0.

35057

Question 518 Digital Audiobook Units Added in Library2Go*

If your library participates in Library2Go/ODLC, please enter **3,841**. If your library does not participate in Library2Go, please enter 0.

3841

Question 519 Digital Audiobook Units Owned or Licensed Locally*

List all other digital audiobook units in your library's collection (purchased/licensed through an OverDrive Advantage account, Bibliotheca, etc.), or held by a consortia other than ODLC/Library2Go.

6879

Question 520 Digital Audiobook Units Added Owned or Licensed Locally*

List all other digital audiobook units added to your library's collection (purchased/licensed through an OverDrive Advantage account, Bibliotheca, etc.), or held by a consortia other than ODLC/Library2Go.

2347

Question 525 Digital Video Units Owned or Licensed Locally*

List all digital video units in your library's collection (purchased/licensed through Kanopy, etc.), or held by your district, cooperative, or consortia.

0

Question 526 Digital Video Units Added, Owned or Licensed Locally*

List all digital video units added to your library's collection (purchased/licensed through Kanopy, etc.), or held by your district, cooperative, or consortia.

0

Question 533a Number of Physical Spanish language items*

Please report the total number of *physical* items in the library's collection in Spanish. This should include all physical material types (print, audio, video).

645

Question 533b Number of Digital Spanish language items*

Please report the total number of *digital* items in the library's collection in Spanish. This should include all digital material types (e-books, audio, video).

3529

Question 535 Databases Licensed Locally or by local consortium*

Report the number of licensed electronic collections [previously called databases], for which temporary or permanent access rights have been acquired through payment by the local library, cooperative or consortium agreement. An example would be a genealogy database purchased by your library or funded by a regional consortium or cooperative for member libraries. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. **Do not include audio and e-book collections with circulation periods.**

4

Question 534 Items in other languages

Please report items in the library's collection that are in languages other than English or Spanish. Check all that apply.

Question 536 Databases Added Licensed Locally or by local consortium*

See above - enter number of new resources added.

0

Collections notes

Optional.

Part 6 - Circulation & Collection Use**Question 601 Successful Retrievals from Statewide Electronic Resources***

The FY2021-22 usage reports from both **Gale** and **LearningExpress Library** are [now available here](#).

Please note: Libraries that provide access to Gale resources and LearningExpress Library through a central account for their library system should contact their library system administrator for assistance in getting the data for your specific library.

221

Question 602 Successful Retrievals from Local Databases*

Report retrievals of all *other* electronic collections (other than the Statewide databases) that require user authentication but do not have a circulation period. Typically, this information can be obtained from the vendor. If complete data is not accessible, please report what you can access.

7151

Question 610 First time Circulation of Adult Materials*

If your library does not differentiate materials circulation between age categories, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

49436

Question 611 Renewals of Adult Materials*

If your library does not differentiate materials circulation between age categories, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

24699

Question 612 First time Circulation of Young Adult Materials*

If your library does not differentiate materials circulation between age categories, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

3137

Question 613 Renewals of Young Adult Materials*

If your library does not differentiate materials circulation between age categories, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

2131

Question 614 First time Circulation of Childrens Materials*

If your library does not differentiate materials circulation between age categories, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

25685

Question 615 Renewals of Childrens Materials*

If your library does not differentiate materials circulation between age categories, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

15754

Question 616 First time Circulation of Other library materials*

If your library does not differentiate materials circulation, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

224

Question 617 Renewals of Other library materials*

If your library does not differentiate materials circulation, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

15

Question 618 First time Circulation of Materials not separated into above categories*

0

Question 619 Renewals of Materials not separated into above categories*

0

Question 630 Circulation of Library2Go Materials*

If your library does not participate in Library2Go/ODLC, please enter **-1** here.

11646

Question 631 Circulation of Locally Owned or Licensed eContent*

Please report all e-content platform circulations here, *except* for general Library2Go content, if applicable. Include any circulation from additional e-content platforms purchased locally (including **OverDrive Advantage** circulation) here, or circs from additional shared consortium e-content collections. Please report **Kanopy** and **Hoopla** usage stats here.

4957

Question 650 Items loaned to other libraries within resource-sharing network*

53356

Question 651 Interlibrary Loans - Items Loaned to All Other Libraries*

Number of true ILLs loaned to libraries outside of your shared catalog or resource-sharing network.

92

Question 653 Items borrowed from libraries within resource-sharing network*

63303

Question 654 Interlibrary Loans - Items Borrowed from All Other Libraries*

Number of true ILLs borrowed from libraries outside of your shared catalog or resource-sharing network.

236

Question 660 Circulations Made to Non Residents without Charge*

76909

Circulation notes

Optional.

Part 7 - Programs & Services**Question 701 Reference Transactions***

2210

Question 701b Reference Transactions Reporting Method*

Actual count (we track each transaction as it happens)

Question 711 Meeting Room Usage*

0

Question 712 Does your library provide a Summer Reading Program*

Yes

Question 751 Live Program Sessions for Children Ages 0 to 5*

A program session targeted at children ages 0-5 is any planned event for which the primary audience is infants, toddlers, or preschool-age children.

48

Question 752 Attendance at Live Programs for Children Ages 0 to 5*

The count of the audience at all program sessions for which the primary audience is children ages 0 to 5 years. Please count all attendees of these program sessions regardless of age.

303

Question 753 Live Program Sessions for Children Ages 6 to 11*

A program session targeted at children ages 6-11 is any planned event for which the primary audience is elementary-school-age children.

0

Question 754 Attendance at Live Programs for Children Ages 6 to 11*

The count of the audience at all program sessions for which the primary audience is children ages 6 to 11 years. Please count all attendees of these program sessions regardless of age.

0

Question 755 Live Program Sessions for Young Adults Ages 12 to 18*

A young adult program session is any planned event for which the primary audience is young adults ages 12 to 18 years.

0

Question 756 Attendance at Live Programs for Young Adults Ages 12 to 18*

The count of the audience at all program sessions for which the primary audience is young adults ages 12 to 18 years. Please count all attendees of these program sessions regardless of age.

0

Question 757 Live Program Sessions for Adults Age 19 or Older*

An adult program session is any planned event for which the primary audience is adults age 19 or older.

15

Question 758 Attendance at Live Programs for Adults Age 19 or Older*

The count of the audience at all program sessions for which the primary audience is adults age 19 or older. Please count all attendees of these program sessions regardless of age.

154

Question 759 Live General Interest Program Sessions*

A general interest program session is any planned event that is appropriate for any age group or multiple age groups.

0

Question 760 Attendance at Live General Interest Programs*

The count of the audience at program sessions that are appropriate for any age group or multiple age groups. Please count all attendees of these program sessions regardless of age.

0

Question 761 Number of Live In Person Onsite Program Sessions*

An in-person onsite program session is any planned event that includes an in-person attendance option and takes place at library facilities.

63

Question 762 Live In Person Onsite Program Attendance*

The count of in-person attendance at program sessions that take place at library facilities.

457

Question 763 Number of Live, In Person, Offsite Program Sessions*

An in-person offsite program session is any planned event that includes an in-person attendance option and takes place somewhere other than the library or the library grounds.

1

Question 764 Live, In Person, Offsite Program Attendance*

The count of in-person attendance at program sessions that take place somewhere other than the library.

55

Question 765 Number of Live, Virtual Program Sessions*

A synchronous (live) virtual program session is any planned event that is streamed virtually and can be viewed live as it progresses (i.e., live-streaming).

0

Question 766 Live, Virtual Program Attendance*

The count of live attendance at virtual program sessions.

0

Question 767 Total Number of Recorded Program Presentations*

An asynchronous program presentation is any recording of program content that cannot be viewed live as it unfolds (i.e., on-demand streaming).

0

Question 768 Total Views of Recorded Program Presentations within 30 days*

The count of views of asynchronous program presentations for a period of 30 days the presentation was posted, even if that period extends beyond the survey reporting period (or fiscal year).

0

Question 780 Number of self-directed activities

Optional. Estimates are fine. Please report the number of self-directed activities your library created throughout the year. Self-directed activities are program-like activities the library produces that do not necessitate direct staff interaction with patrons in real time. Report activities aimed at any age group. Activities can be onsite at the library, or elsewhere in the community. These may include, but are not limited to:

- Take-&-make kits
- Passive programs
- White board, magnetic poetry, and/or sticky-note prompts (for example, Question of the Week)
- Guessing jars
- Crafting corners
- Games and puzzles
- Scavenger hunts

15

Question 781 Number of participants in self-directed activities.

Optional. Please report the approximate number of patrons participating in self-directed activities. Estimates are totally OKAY. For take-&-make kits, assume a 1-kit to 1-participant ratio, unless activities were designed for families/multi-generational interaction.

600

Programs & Services Notes

Optional.

Part 8 - Technology & Facilities

Question 801 Number of Sessions of Public Internet Computers and Devices*

2944

Question 801b Reporting Method for total number of Internet computer sessions*

Actual count (we track each transaction as it happens)

Question 802 Number of Public Internet Computers and Devices*

9

Question 803 Tell us about your library WiFi*

Wi-Fi extends outside building (left on through evening hours after library closes)

Question 804 Wireless Sessions*

708

Question 804b Reporting Method for Wireless Sessions*

Actual count (we track each transaction as it happens)

Question 805 Internet Download Speed*

924.27

Question 806 Internet Upload Speed*

947.30

Question 807 Name of Shared ILS Consortium*

LINCC

Question 808 Name of Integrated Library System (ILS) product*

Sirsi/Dynix

Question 809 Website Visits*

70049

Question 810 Scheduled Weekday Open Hours*

Report regularly scheduled hours in a typical week, open to 5pm Monday through Friday. For multi-outlet libraries, report only the hours for the main/central branch.

31

Question 811 Scheduled Weeknight Open Hours*

Report regularly scheduled hours in a typical week, 5pm to close Monday through Friday. For multi-outlet libraries, report only the hours for the main/central branch.

11

Question 812 Scheduled Weekend Daytime Open Hours*

Report regularly scheduled hours in a typical week, from open to 5pm Saturday & Sunday. For multi-outlet libraries, report only the hours for the main/central branch.

14

Question 813 Scheduled Weekend Evening Open Hours*

Report regularly scheduled hours in a typical week, from 5pm to close Saturday & Sunday. For multi-outlet libraries, report only the hours for the main/central branch.

2

Question 815 Number of Weeks Library Was Open*

For multi-outlet libraries, report only the weeks open for the main/central branch.

52

Question 816 Total Number of Open Hours*

For multi-outlet libraries, report only the total hours for the main or central library.

2912

Question 817 Library Visits*

31383

Question 817b Library Visits Reporting Method*

Actual count (we track each visit as it happens)

Question 822 Date of Most Recent Structural Remodel of Building*

Please enter the year of your library's most recent structural remodel. For multi-outlet libraries, report on the main/central branch. If unknown, report 0000.

0000

Change in Square Footage?*

Did any of your library's facilities gain or lose square footage during this period?

No

Technology & Facilities notes

Optional.

Part 9 - Fines, Fees, & Salary Survey

Question 901 Overdue Fines for Adult Materials*

Does your library charge overdue fines on adult materials?

Yes

Question 902 Overdue Fines for Children's Materials*

Does your library charge overdue fines on children's materials?

Yes

Question 903 Overdue Fines for Young Adult Materials*

Does your library charge overdue fines on materials for young adults (YA)?

Yes

Question 904 Notes on fines**Question 905 Fee for Interlibrary Loans***

as charged by other library / OCLC cost

Question 906 Annual fee for nonresident patrons*

\$95.00

Question 950 Director Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$47.68

Question 951 Director Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$64.37

Question 952 Supervisory Librarian Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

Question 953 Supervisory Librarian Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

Question 954 Non Supervisory Librarian Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$28.93

Question 955 Non Supervisory Librarian Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$36.57

Question 956 Library Assistant Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$20.00

Question 957 Library Assistant Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$25.17

Question 958 Library Clerk Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$14.89

Question 959 Library Clerk Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$18.23

Part 10 - Admin Information & Policies

Question 1001 Population Served

This will be pre-filled by the State Library.

21450

The following **Questions 1009 - 1013** are required and will be used to help determine whether your library meets the Minimum Conditions for Public Libraries in Oregon as established by HB2243. For more information on these minimum conditions, please [refer to this guide](#).

Question 1009 Link to Statewide Gale Resources*

<https://refweb.lincc.org>

Question 1010 Link to Statewide LearningExpress Library Resources*

<https://refweb.lincc.org/subject/jobs-careers-and-education>

Question 1011 Link to Library Collection Management Policy*

<https://www.clackamas.us/lib#policies>

Question 1012 Link to Library Circulation Policy*

<https://www.clackamas.us/lib#checkingoutmaterials>

Question 1013 Link to Library Patron Confidentiality Policy*

https://lincc.ent.sirsi.net/client/en_US/lincc/?rm=LINCC+PRIVACY+0%7C%7C%7C1%7C%7C%7C0%7C%7C%7Ctrue

Policies notes

Optional.

COVID-19

CV01 - Outlets Closed Due to COVID-19?*

No

CV02 - Public Services During COVID-19?*

Yes

CV05 - Electronic Library Cards Issued During COVID-19?*

Yes

CV06 - Reference Services during COVID-19?*

Yes

CV07 - Curbside Services During COVID-19?*

Yes

CV11 - External WiFi Access During COVID-19?*

Yes

CV12 - External WiFi Access Increased During COVID-19?*

Yes

CV13 - Staff Reassigned During COVID-19?*

Yes

CV14 - Number of Weeks Library Was Closed Due to COVID-19.*

0

CV15 - Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19.*

10

Reporting Burden & Self-Brag!

Reporting Burden (in hours)*

Please report the total number of hours spent collecting and reporting this data for your library. Include all staff and/or volunteer time involved, as well as any time spent throughout the year compiling these statistics. Round to the nearest hour.

6

Something you're proud of!

Optional.

Tell us about something in the past year that you are proud of at your library. **Please note:** the State Library of Oregon may use this information for public communications, etc.

Photo of your library

Optional.

Please upload a photo of your library. An outdoor photo of your building's main façade is preferred but interior views are okay, too. If your library has multiple branches, please upload a photo of your main or central branch. By submitting a photo, you are acknowledging you have the rights to this image, and you agree to allow the State Library of Oregon to use this image in data visualizations, and general communications and publications.

File Attachment Summary

Applicant File Uploads

No files were uploaded

2022 Oregon Public Library Statistical Report

2022 Oregon Public Library Statistical Report

Clackamas County - Oak Lodge Public Library

Mitzi Olson
16201 SE McLoughlin Blvd
Oak Grove, OR 97267

oaklodge@lincc.org
O: 503-655-8543

Mitzi Olson

oaklodge@lincc.org
O: 503-655-8570

Application Form

Part 1 - General Information

Question 111 Was there a (geographic) boundary change in the legal service area in the last year?*

Examples of boundary changes include:

- a municipality, county, or district annexes land
- when one municipality in a county becomes either an independent city or its own county necessitating its exclusion from the first county's geography
- an administrative entity contracts to provide public library service for some additional geographic area other than the geographic area for which it was established (e.g., a municipal library contracts to serve county residents)

No

Question 113 Has the library or any of its branches moved (or changed address) in the last year?*

No

Question 113b New address

If answered *Yes*, please include the new address (and branch name, if applicable) here.

Question 118 Registered Users*

7216

Question 119 Registered Users Added*

673

Part 2 - Staff & Volunteers

Question 201 Librarians with ALA/MLS (in FTE)*

2.7

Question 203 Total Librarians (in FTE)*

Include all librarians (as FTE) reported in Question 201 here as well.

2.7

Question 204 All other paid staff (in FTE)*

4.05

Question 206 Total number of volunteers (individuals)*

0

Question 207 Total volunteer hours*

0

Question 209 Friends of the Library*

Yes

Question 210 Library Foundation*

No

211 Number of full-time permanent positions (37.5 hours/week or more)*

Report the number of permanent positions (individual positions, *not* FTE) budgeted at your library scheduled for 37.5 hours per week or more (on average). Include any currently vacant full-time positions. *Permanent* in this context refers to any position that is not specifically identified as temporary or on-call.

9

212 Number of part-time permanent positions between 20 and 37.5 hours/week*

Report the number of permanent positions (individual positions, *not* FTE) budgeted at your library scheduled between 20 and 37.49 hours per week (on average). Include any currently vacant full-time positions. *Permanent* in this context refers to any position that is not specifically identified as temporary or on-call.

0

213 Number of part-time permanent positions (less than 20 hours/week)*

Report the number of permanent positions (individual positions, *not* FTE) budgeted at your library scheduled for less than 20 hours per week (on average). Include any currently vacant full-time positions. *Permanent* in this context refers to any position that is not specifically identified as temporary or on-call.

0

214 Number of temporary or on-call positions*

Report the number of temporary or on-call positions your library has. A *Temporary* position could be any limited-duration position (e.g., for grant-funded projects) that is not included in your library's regular staffing budget year-to-year. *On-call* positions are those that do not typically work a set number of hours per week or month.

10

Staffing notes

Optional.

We share our full-time staff with the Gladstone Library.

Part 3 - Revenue

Question 301 City Revenue*

Round to the nearest dollar.

\$0.00

Question 302 County Revenue*

Round to the nearest dollar.

\$0.00

Question 303 District Revenue*

Round to the nearest dollar.

\$4,446,110.00

Question 305 State Revenue*

Round to the nearest dollar.

\$4,815.00

Question 306 LSTA and ARPA Grant Revenue

Report *only* ARPA funds received via the State Library. Report any other ARPA funding in Question 308.

\$0.00

Question 308 Other Federal Revenue*

Report *all other* ARPA funds or funding from federal sources here (other than any received via the State Library).

Round to the nearest dollar.

\$0.00

Question 310 Other Operating Revenue*

Round to the nearest dollar.

\$1,135,147.00

Question 312 Local Capital Revenue*

Round to the nearest dollar.

\$0.00

Question 313 State Capital Revenue*

Round to the nearest dollar.

\$0.00

Question 314 Federal Capital Revenue*

Round to the nearest dollar.

\$0.00

Question 315 Other Capital Revenue*

Round to the nearest dollar.

\$0.00

Revenue Notes

Optional.

Part 4 - Expenditures

Question 401 Salaries and Wages Expenditures*

Round to the nearest dollar.

\$510,094.00

Question 402 Employee Benefits Expenditures*

Round to the nearest dollar.

\$270,316.00

Question 406 Total Expenditures on Print Materials*

Round to the nearest dollar. Please include total expenditures on all books, periodicals, and other print materials here.

\$60,463.00

Question 407 Electronic Materials Expenditures*

Round to the nearest dollar.

\$33,662.00

Question 408 Other Materials Expenditures*

Round to the nearest dollar.

\$10,317.00

Question 410a All Other Operating Expenditures*

Round to the nearest dollar.

\$328,119.00

Question 410b Internal service charges

Select all that apply.

Question 412 Library Construction Expenditures*

Round to the nearest dollar.

\$154,149.00

Question 413 Capital Equipment Expenditures*

Round to the nearest dollar.

\$0.00

Question 414 Other Capital Expenditures*

Round to the nearest dollar.

\$0.00

Expenditures Notes

Optional.

Part 5 - Collections

Question 501 Print Items*

46715

Question 502 Print Items Added*

3525

Question 503 Physical Audio Items*

3559

Question 504 Physical Audio Items Added*

114

Question 505 Physical Video Items*

3185

Question 506 Physical Video Items Added*

290

Question 507 Other Physical Library Materials*

398

Question 508 Other Physical Library Materials Added*

21

Question 511 Ebook units in Library2Go*

If your library participates in Library2Go/ODLC, please enter **56,416** here. If your library does not participate in Library2Go, please enter 0.

56416

Question 512 Ebook Units Added to Library2Go*

If your library participates in Library2Go/ODLC, please enter **8,403** here. If your library does not participate in Library2Go, please enter 0.

8403

Question 513 Ebook Units Owned or Licensed Locally other than Library2Go Collection*

List all other e-book units in your library's collection (purchased/licensed through an OverDrive Advantage account, Bibliotheca, etc.), or held by a consortia other than ODLC/Library2Go.

9794

Question 514 Ebook Units Added Owned or Licensed Locally*

List all other e-book units added to your library's collection (purchased/licensed through an OverDrive Advantage account, Bibliotheca, etc.), or held by a consortia other than ODLC/Library2Go.

3349

Question 517 Digital Audiobook Units in Library2Go*

If your library participates in Library2Go/ODLC, please enter **35,057**. If your library does not participate in Library2Go, please enter 0.

35057

Question 518 Digital Audiobook Units Added in Library2Go*

If your library participates in Library2Go/ODLC, please enter **3,841**. If your library does not participate in Library2Go, please enter 0.

3841

Question 519 Digital Audiobook Units Owned or Licensed Locally*

List all other digital audiobook units in your library's collection (purchased/licensed through an OverDrive Advantage account, Bibliotheca, etc.), or held by a consortia other than ODLC/Library2Go.

6879

Question 520 Digital Audiobook Units Added Owned or Licensed Locally*

List all other digital audiobook units added to your library's collection (purchased/licensed through an OverDrive Advantage account, Bibliotheca, etc.), or held by a consortia other than ODLC/Library2Go.

2347

Question 525 Digital Video Units Owned or Licensed Locally*

List all digital video units in your library's collection (purchased/licensed through Kanopy, etc.), or held by your district, cooperative, or consortia.

0

Question 526 Digital Video Units Added, Owned or Licensed Locally*

List all digital video units added to your library's collection (purchased/licensed through Kanopy, etc.), or held by your district, cooperative, or consortia.

0

Question 533a Number of Physical Spanish language items*

Please report the total number of *physical* items in the library's collection in Spanish. This should include all physical material types (print, audio, video).

374

Question 533b Number of Digital Spanish language items*

Please report the total number of *digital* items in the library's collection in Spanish. This should include all digital material types (e-books, audio, video).

3529

Question 535 Databases Licensed Locally or by local consortium*

Report the number of licensed electronic collections [previously called databases], for which temporary or permanent access rights have been acquired through payment by the local library, cooperative or consortium agreement. An example would be a genealogy database purchased by your library or funded by a regional consortium or cooperative for member libraries. An electronic collection is a collection of electronically stored data

or unit records (facts, bibliographic data, abstracts, texts) with a common user interface and software for the retrieval and manipulation of the data. **Do not include audio and e-book collections with circulation periods.**

4

Question 534 Items in other languages

Please report items in the library's collection that are in languages other than English or Spanish. Check all that apply.

Question 536 Databases Added Licensed Locally or by local consortium*

See above - enter number of new resources added.

0

Collections notes

Optional.

Part 6 - Circulation & Collection Use

Question 601 Successful Retrievals from Statewide Electronic Resources*

The FY2021-22 usage reports from both **Gale** and **LearningExpress Library** are [now available here](#).

Please note: Libraries that provide access to Gale resources and LearningExpress Library through a central account for their library system should contact their library system administrator for assistance in getting the data for your specific library.

327

Question 602 Successful Retrievals from Local Databases*

Report retrievals of all *other* electronic collections (other than the Statewide databases) that require user authentication but do not have a circulation period. Typically, this information can be obtained from the vendor. If complete data is not accessible, please report what you can access.

10570

Question 610 First time Circulation of Adult Materials*

If your library does not differentiate materials circulation between age categories, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

77094

Question 611 Renewals of Adult Materials*

If your library does not differentiate materials circulation between age categories, enter *-1* here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

36738

Question 612 First time Circulation of Young Adult Materials*

If your library does not differentiate materials circulation between age categories, enter **-1** here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

3394

Question 613 Renewals of Young Adult Materials*

If your library does not differentiate materials circulation between age categories, enter **-1** here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

2874

Question 614 First time Circulation of Childrens Materials*

If your library does not differentiate materials circulation between age categories, enter **-1** here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

25471

Question 615 Renewals of Childrens Materials*

If your library does not differentiate materials circulation between age categories, enter **-1** here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

17274

Question 616 First time Circulation of Other library materials*

If your library does not differentiate materials circulation, enter **-1** here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

351

Question 617 Renewals of Other library materials*

If your library does not differentiate materials circulation, enter **-1** here and report the total first-time circulation and renewals in Questions 618 and 619 respectively.

10

Question 618 First time Circulation of Materials not separated into above categories*

0

Question 619 Renewals of Materials not separated into above categories*

0

Question 630 Circulation of Library2Go Materials*

If your library does not participate in Library2Go/ODLC, please enter **-1** here.

18529

Question 631 Circulation of Locally Owned or Licensed eContent*

Please report all e-content platform circulations here, *except* for general Library2Go content, if applicable. Include any circulation from additional e-content platforms purchased locally (including **OverDrive Advantage** circulation) here, or circs from additional shared consortium e-content collections. Please report **Kanopy** and **Hoopla** usage stats here.

7038

Question 650 Items loaned to other libraries within resource-sharing network*

65947

Question 651 Interlibrary Loans - Items Loaned to All Other Libraries*

Number of true ILLs loaned to libraries outside of your shared catalog or resource-sharing network.

223

Question 653 Items borrowed from libraries within resource-sharing network*

86300

Question 654 Interlibrary Loans - Items Borrowed from All Other Libraries*

Number of true ILLs borrowed from libraries outside of your shared catalog or resource-sharing network.

470

Question 660 Circulations Made to Non Residents without Charge*

62177

Circulation notes

Optional.

Part 7 - Programs & Services**Question 701 Reference Transactions***

2775

Question 701b Reference Transactions Reporting Method*

Actual count (we track each transaction as it happens)

Question 711 Meeting Room Usage*

0000

Question 712 Does your library provide a Summer Reading Program*

Yes

Question 751 Live Program Sessions for Children Ages 0 to 5*

A program session targeted at children ages 0-5 is any planned event for which the primary audience is infants, toddlers, or preschool-age children.

47

Question 752 Attendance at Live Programs for Children Ages 0 to 5*

The count of the audience at all program sessions for which the primary audience is children ages 0 to 5 years. Please count all attendees of these program sessions regardless of age.

253

Question 753 Live Program Sessions for Children Ages 6 to 11*

A program session targeted at children ages 6-11 is any planned event for which the primary audience is elementary-school-age children.

0

Question 754 Attendance at Live Programs for Children Ages 6 to 11*

The count of the audience at all program sessions for which the primary audience is children ages 6 to 11 years. Please count all attendees of these program sessions regardless of age.

0

Question 755 Live Program Sessions for Young Adults Ages 12 to 18*

A young adult program session is any planned event for which the primary audience is young adults ages 12 to 18 years.

0

Question 756 Attendance at Live Programs for Young Adults Ages 12 to 18*

The count of the audience at all program sessions for which the primary audience is young adults ages 12 to 18 years. Please count all attendees of these program sessions regardless of age.

0

Question 757 Live Program Sessions for Adults Age 19 or Older*

An adult program session is any planned event for which the primary audience is adults age 19 or older.

8

Question 758 Attendance at Live Programs for Adults Age 19 or Older*

The count of the audience at all program sessions for which the primary audience is adults age 19 or older. Please count all attendees of these program sessions regardless of age.

102

Question 759 Live General Interest Program Sessions*

A general interest program session is any planned event that is appropriate for any age group or multiple age groups.

0

Question 760 Attendance at Live General Interest Programs*

The count of the audience at program sessions that are appropriate for any age group or multiple age groups. Please count all attendees of these program sessions regardless of age.

0

Question 761 Number of Live In Person Onsite Program Sessions*

An in-person onsite program session is any planned event that includes an in-person attendance option and takes place at library facilities.

55

Question 762 Live In Person Onsite Program Attendance*

The count of in-person attendance at program sessions that take place at library facilities.

355

Question 763 Number of Live, In Person, Offsite Program Sessions*

An in-person offsite program session is any planned event that includes an in-person attendance option and takes place somewhere other than the library or the library grounds.

0

Question 764 Live, In Person, Offsite Program Attendance*

The count of in-person attendance at program sessions that take place somewhere other than the library.

0

Question 765 Number of Live, Virtual Program Sessions*

A synchronous (live) virtual program session is any planned event that is streamed virtually and can be viewed live as it progresses (i.e., live-streaming).

0

Question 766 Live, Virtual Program Attendance*

The count of live attendance at virtual program sessions.

0

Question 767 Total Number of Recorded Program Presentations*

An asynchronous program presentation is any recording of program content that cannot be viewed live as it unfolds (i.e., on-demand streaming).

0

Question 768 Total Views of Recorded Program Presentations within 30 days*

The count of views of asynchronous program presentations for a period of 30 days the presentation was posted, even if that period extends beyond the survey reporting period (or fiscal year).

0

Question 780 Number of self-directed activities

Optional. Estimates are fine. Please report the number of self-directed activities your library created throughout the year. Self-directed activities are program-like activities the library produces that do not necessitate direct staff interaction with patrons in real time. Report activities aimed at any age group. Activities can be onsite at the library, or elsewhere in the community. These may include, but are not limited to:

- Take-&-make kits
- Passive programs
- White board, magnetic poetry, and/or sticky-note prompts (for example, Question of the Week)
- Guessing jars
- Crafting corners
- Games and puzzles
- Scavenger hunts

15

Question 781 Number of participants in self-directed activities.

Optional. Please report the approximate number of patrons participating in self-directed activities. Estimates are totally OKAY. For take-&-make kits, assume a 1-kit to 1-participant ratio, unless activities were designed for families/multi-generational interaction.

600

Programs & Services Notes

Optional.

Part 8 - Technology & Facilities

Question 801 Number of Sessions of Public Internet Computers and Devices*

4323

Question 801b Reporting Method for total number of Internet computer sessions*

Actual count (we track each transaction as it happens)

Question 802 Number of Public Internet Computers and Devices*

9

Question 803 Tell us about your library WiFi*

Wi-Fi extends outside building (left on through evening hours after library closes)

Question 804 Wireless Sessions*

1091

Question 804b Reporting Method for Wireless Sessions*

Actual count (we track each transaction as it happens)

Question 805 Internet Download Speed*

929.87

Question 806 Internet Upload Speed*

945.86

Question 807 Name of Shared ILS Consortium*

LINCC

Question 808 Name of Integrated Library System (ILS) product*

Sirsi/Dynix

Question 809 Website Visits*

101191

Question 810 Scheduled Weekday Open Hours*

Report regularly scheduled hours in a typical week, open to 5pm Monday through Friday. For multi-outlet libraries, report only the hours for the main/central branch.

31

Question 811 Scheduled Weeknight Open Hours*

Report regularly scheduled hours in a typical week, 5pm to close Monday through Friday. For multi-outlet libraries, report only the hours for the main/central branch.

11

Question 812 Scheduled Weekend Daytime Open Hours*

Report regularly scheduled hours in a typical week, from open to 5pm Saturday & Sunday. For multi-outlet libraries, report only the hours for the main/central branch.

14

Question 813 Scheduled Weekend Evening Open Hours*

Report regularly scheduled hours in a typical week, from 5pm to close Saturday & Sunday. For multi-outlet libraries, report only the hours for the main/central branch.

2

Question 815 Number of Weeks Library Was Open*

For multi-outlet libraries, report only the weeks open for the main/central branch.

52

Question 816 Total Number of Open Hours*

For multi-outlet libraries, report only the total hours for the main or central library.

2912

Question 817 Library Visits*

54999

Question 817b Library Visits Reporting Method*

Actual count (we track each visit as it happens)

Question 822 Date of Most Recent Structural Remodel of Building*

Please enter the year of your library's most recent structural remodel. For multi-outlet libraries, report on the main/central branch. If unknown, report *0000*.

0000

Change in Square Footage?*

Did any of your library's facilities gain or loose square footage during this period?

No

Technology & Facilities notes

Optional.

Part 9 - Fines, Fees, & Salary Survey

Question 901 Overdue Fines for Adult Materials*

Does your library charge overdue fines on adult materials?

Yes

Question 902 Overdue Fines for Childrens Materials*

Does your library charge overdue fines on children's materials?

Yes

Question 903 Overdue Fines for Young Adult Materials*

Does your library charge overdue fines on materials for young adults (YA)?

Yes

Question 904 Notes on fines

Question 905 Fee for Interlibrary Loans*

as charged by other library / OCLC cost

Question 906 Annual fee for nonresident patrons*

\$95.00

Question 950 Director Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$47.68

Question 951 Director Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$64.37

Question 952 Supervisory Librarian Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

Question 953 Supervisory Librarian Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

Question 954 Non Supervisory Librarian Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$43.35

Question 955 Non Supervisory Librarian Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$36.57

Question 956 Library Assistant Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$20.00

Question 957 Library Assistant Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$25.17

Question 958 Library Clerk Hourly Salary Low

Please report the bottom of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$14.89

Question 959 Library Clerk Hourly Salary High

Please report the top of the salary range as an hourly equivalent (annual salary / 2,080 hours = hourly wage) or (monthly salary x 12 months / 2,080 = hourly wage).

\$18.23

Part 10 - Admin Information & Policies

Question 1001 Population Served

This will be pre-filled by the State Library.

31707

The following **Questions 1009 - 1013** are required and will be used to help determine whether your library meets the Minimum Conditions for Public Libraries in Oregon as established by HB2243. For more information on these minimum conditions, please [refer to this guide](#).

Question 1009 Link to Statewide Gale Resources*

<https://refweb.lincc.org>

Question 1010 Link to Statewide LearningExpress Library Resources*

<https://refweb.lincc.org/subject/jobs-careers-and-education>

Question 1011 Link to Library Collection Management Policy*

<https://www.clackamas.us/lib#policies>

Question 1012 Link to Library Circulation Policy*

<https://www.clackamas.us/lib#checkingoutmaterials>

Question 1013 Link to Library Patron Confidentiality Policy*

https://lincc.ent.sirsi.net/client/en_US/lincc/?rm=LINCC+PRIVACY+0%7C%7C%7C1%7C%7C%7C0%7C%7C%7Ctrue

Policies notes

Optional.

COVID-19

CV01 - Outlets Closed Due to COVID-19?*

No

CV02 - Public Services During COVID-19?*

Yes

CV05 - Electronic Library Cards Issued During COVID-19?*

Yes

CV06 - Reference Services during COVID-19?*

Yes

CV07 - Curbside Services During COVID-19?*

Yes

CV11 - External WiFi Access During COVID-19?*

Yes

CV12 - External WiFi Access Increased During COVID-19?*

Yes

CV13 - Staff Reassigned During COVID-19?*

Yes

CV14 - Number of Weeks Library Was Closed Due to COVID-19.*

0

CV15 - Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19.*

10

Reporting Burden & Self-Brag!**Reporting Burden (in hours)***

Please report the total number of hours spent collecting and reporting this data for your library. Include all staff and/or volunteer time involved, as well as any time spent throughout the year compiling these statistics. Round to the nearest hour.

6

Something you're proud of!

Optional.

Tell us about something in the past year that you are proud of at your library. **Please note:** the State Library of Oregon may use this information for public communications, etc.

Photo of your library

Optional.

Please upload a photo of your library. An outdoor photo of your building's main façade is preferred but interior views are okay, too. If your library has multiple branches, please upload a photo of your main or central branch. By submitting a photo, you are acknowledging you have the rights to this image, and you agree to allow the State Library of Oregon to use this image in data visualizations, and general communications and publications.

File Attachment Summary

Applicant File Uploads

No files were uploaded

6. Community Engagement and Advocacy Standards

Community engagement involves the participation of the library in the work of its community as well as the participation of community members in the work of the library. Advocacy is the promotion of library initiatives like funding measures and capital campaigns.

These OLA Public Library Division Community Engagement and Advocacy Standards address the importance of library participation in the community for its transformation and growth as well as community member involvement in the libraries to develop effective community champions for library sustainability and growth initiatives.

6.1 Community Engagement

STANDARD: The community is strengthened through the active facilitation or participation by the library in efforts to gather input, engage in meaningful discussions, and act in partnership to support communitywide growth and transformation.

Indicator: Libraries are active participants in their community.	Y	N
Essential		
<ul style="list-style-type: none"> The library participates in community initiatives in a support or leadership role. 		
<ul style="list-style-type: none"> Library staff members participate as an active member, leader, and supporter of community groups. 		
<ul style="list-style-type: none"> Library staff can identify community initiatives and community partners. 		
<ul style="list-style-type: none"> The library partners with community organizations. 		
Enhanced		
<ul style="list-style-type: none"> The library convenes, initiates, or hosts community meetings involving multiple stakeholders to address community issues. 		
<ul style="list-style-type: none"> Library staff members are embedded in community commissions, boards, neighborhood groups, and organizations. 		
<ul style="list-style-type: none"> Verbal cooperative agreements exist between the library and community partners. 		

Exemplary		
<ul style="list-style-type: none"> The library has established and adopted a library partnership policy. 		
<ul style="list-style-type: none"> Written cooperative agreements exist between the library and community partners. 		

Indicator: Community members are actively involved in the library.	Y	N
Essential		
<ul style="list-style-type: none"> Library staff and volunteers participate in community long-range planning so that library priorities are communicated and represented. 		
<ul style="list-style-type: none"> Community volunteers are recruited for support as defined by the library's written volunteer policy. 		
<ul style="list-style-type: none"> A library staff person is responsible for volunteer coordination and training. 		
<ul style="list-style-type: none"> Positive relationships exist with the local Friends of the Library groups and library foundations. 		
<ul style="list-style-type: none"> Clear distinction about the responsibilities of the Friends of the Library group and the library foundation exist, and funds raised by these groups are separate and not mingled with the library's normal operating expenses. 		
<ul style="list-style-type: none"> The library responds to community feedback in a timely fashion. 		
Enhanced		
<ul style="list-style-type: none"> 		
Exemplary		
<ul style="list-style-type: none"> 		