Cedar Mill Community Library Association
Annual Report

Forty-third Annual Meeting
October 16, 2018
Notes from library lovers:

The picture on the front of the report is from a daycare that is served by BookShare, the Library’s outreach program to children in daycare. The children are holding their favorite book from that month's library book box. A note to Jody Westerman, the BookShare librarian was sent by Shelly the care provider:

I cannot tell you how much having special storytellers coming in to our home preschool/child care program, or tirelessly delivering our books to us despite the weather, has meant to us all of these years. There is one thing I know for certain - our teachers and children LOVE books and that is in large part due to The Cedar Mill Community Library allowing us to have such an amazing variety of fiction and non-fiction books right in our home program. I am truly holding on to the hope of volunteering in your BookShare program one day! I am praying that the program continues to stay funded. It has truly been one of the best community resources for our children and preschool/child care ever! Keep on doing what you are doing - it is AMAZING - Shelly

Volunteer manager Jennifer Imai, received this note from a teen volunteer:

There really is no significant reason that keeps me here other than that I just love volunteering here! Every day I meet new people and learn something new. This experience also teaches me about customer service jobs and how to remain calm and take care of different situations. I used to be a pretty shy person, but with volunteering, I feel like I am a bit more outgoing than before. At first, I expected it to be boring like many other volunteering opportunities I hear about from my friends, but this is the exact opposite of that. Although there are often quiet and slow hours in the store, there are so many things to do so that you barely notice. I was surprised by the amazing range of people that shop at or help out at 2nd Edition. Every single one has a unique backstory and they're always willing to share it too! One customer that I talked to bought almost $300 worth of items in one trip. Curious, we asked her where she was from. She told us that she was from a small faraway island that not many people know and had just inherited a large sum of money from her parents as they recently passed away. One of the sweetest things that had ever happened in our store was when a retired teacher came in to buy some materials to teach her summer camp. Just as she was paying, a little boy came in and asked about a cross necklace. His mother had only given him a quarter to buy whatever he wanted, so he asked us how much the necklace was. Sadly, it was $3, which was out of his budget. The retired teacher then immediately paid for the necklace and gave it to him as a gift. The little boy thanked her and tried to give her his quarter as a thank you, but instead she told him to leave it in the donation box. A lot of my friends have asked me about 2nd Edition. Many people have never heard of it, and when I tell them what it is and how all the money goes to the library, they're all amazed. Not many of my friends are currently interested in volunteering, but I do recommend them to try volunteering at 2nd Edition Resale as it really is a great experience. Everyone is very kind and understanding, and always willing to help out in any way possible. There is so much to learn and do, so don't hesitate if you want to try it out!

- Emily W.
CEDAR MILL COMMUNITY LIBRARY ASSOCIATION
AGENDA AND NOTICE OF
ANNUAL ASSOCIATION MEETING

Tuesday October 16, 2018
7:00 pm

Call to order President Anne Madden

Report from People for Libraries Paul Sander and Harry Bodine

Approval of minutes - 2017 Annual Meeting

President’s Report Anne Madden

Treasurer’s Report Jim Moreland

Executive Director's Report Peter Leonard

Audience Time

Reports of Standing Committees

- Community Relations & Events
- Development
- Second Edition
- Nominations

Election of Directors

Announcements

Adjournment

The next monthly Board meeting will be held Tuesday, November 20, 2018
at 7:00 pm in the Library Meeting Room.
Cedar Mill Community Library Association

Board of Directors

2017-2018

Anne Madden
President

Lesly Sanocki
Vice President

Jim Moreland
Treasurer

Karen Jaffe
(Resigned August 2018)
Secretary

Bob Gill

Jeanne Gustavson

Rita Rivera

Jea Seconi

Utpala Shanker

Sarah Stettner

Terry Waitrovich
Staff Roster July 2018

ADMINISTRATION
Peter Leonard Executive Director Gwyn Rucker Business Manager
Jennifer Imai Volunteer Manager Vacant Development/Communications
Kevin Kaneta Computer Specialist Myra Combes Office Assistant
Kim Minter-Rohrich Book Sale Harold Walkup Office Assistant

ADULT SERVICES
Lynne Erlandson Department Head Laura Baca Librarian
Karen Travillion Librarian Liz Paulus Librarian
Jennifer Keyser Librarian Laura Torgersen Reference Assistant
Sarah Vanderpoel Interlibrary Loan Sabrina Hall Reference Assistant
Becky Rose Librarian Donna Bloch Librarian
Caty Williams Reference Assistant Jill Andrews Library Clerk
Kent Johnson Librarian Neelima Nigam Reference Assistant

CIRCULATION
Shannon Caster Department Head Jelam Vaishnav Library Assistant
Sonia Cherian Volunteer Supervisor Sabrina Hall Library Assistant
Patrick Coleman Librarian Maria Cobb Library Assistant
Caty Williams Library Assistant Leah Priest Library Assistant
Mart Scarpati Library Assistant Jill Banks Library Assistant
Kathy Lewis Library Assistant Jessica Sander Library Assistant
Linda Wethern Library Assistant Gwen Bruss Library Assistant
Mary Ann Brucks Library Assistant Sonja Kristine Library Assistant
Kerry Testa Library Assistant Cindy Harsberr Library Assistant
Nancy Mc Neal Shelving Assistant

TECHNICAL SERVICES
Lori Van Deman Department Head Ann Kozowski Acquisitions Specialist
Erin Middleton Cataloger Renata Morawski LA-Acquisitions
Katie Boyd Cataloger Lisa Dunning Library Assistant
Pam Ells Library Assistant Thuy Crogan Assistant Periodicals

YOUTH SERVICES
Nancy Spaulding Department Head Jody Westerman Librarian/Outreach
Teresa Salatino Librarian Mark Richardson Young Adult Librarian
Marta Wolczynska Librarian Rosa Rothenberger Librarian
Rebecca Martin Librarian Carrie Minthorne Library Assistant
Jenny Fleenor Librarian Tina Wong Librarian
Stephanie Csaszar Librarian Myra Combes Library Assistant
Jesse Castellanos Librarian Allison Staley Reference Assistant
Laveda Altenhofer Librarian

BETHANY
Marianne Coalson Branch Librarian Julie Handyside Librarian
Susan Reid Circulation Supervisor Connor Meldrum Library Assistant
Adam Gates Library Assistant Jordan Garner Library Assistant
Maura Sullivan Library Assistant Nicole Crowson Library Assistant
Steve Baglin Library Assistant Becca Daly Library Assistant
Christine Wong Library Assistant Kris Neville Library Assistant
Erica Cross Library Assistant Kristyn McCormack Shelving Assistant
Rebekah Bausch Library Assistant Srajdar Pati Shelving Assistant

SECOND EDITION
Nancy Paysinger Shop Manager Susan Still Shop Assistant
Kris Newton Shop Assistant Cristina Lopez Flores Shop Assistant

- 4 -
President Phil Nelson called the meeting to order at 7:04 p.m. and introduced the Board members.

People for Libraries
Paul Sander asked the meeting attendees to consider making a contribution to People for Libraries, an association with the mission to pass library service levies in Washington County. Donors can receive an Oregon political contribution tax credit of up to $50 per person for their donations. Paul stressed the importance of making a contribution annually so that we are better prepared financially for the next levy, which may be in 2020. Paul noted that a strong volunteer corps exists already to prepare for the next levy. Donations to support this effort can be made at any time.

Approval of minutes
The Association passed a motion to approve the minutes of the 2016 Annual Meeting as presented.

President’s Report by Phil Nelson
Phil discussed the library as a community asset and resource that is at the heart of the Cedar Mill/Bethany area. The library works constantly to make library services available in better ways to all members of the community and has continued to improve and make leading-edge changes throughout the year.

Treasurer’s Report presented by Steve Pearson
The library is in a strong financial position. While the levy’s passage brought in a little more money for operations, our expense rose in accordance with those so that we could continue to provide a high level of customer service to our patrons. As our cash position is strong, the Board set aside $500K in anticipation of the Bethany expansion in May.

Executive Director’s Report by Peter Leonard
Peter reviewed selected highlights of the past year.
- Library Board started work on a Strategic Plan. A revised Mission Statement and Values were adopted in May 2017 and the Board will continue that work in the coming year.
- The Library has been pursuing an objective to make library cards easier to obtain. CMCLA staff worked with schools so that students could get a card that allows them to access materials online without coming to the libraries. WCCLS took this idea further and developed an ‘access card’ so students can get cards without parental permission. With these cards, students are able to check out up to five books. In addition, an ‘Ecard’ is available that enables students and
adults to access online materials. As a result of these efforts, registrations are up 20% and we are moving towards a goal of getting everyone reading.

- The libraries county-wide implemented a new fine policy in June. With the change, no fines are charged for overdue children’s materials and fines for adult and teen materials are now 25 cents per day for most items. We have received good feedback from patrons.
- The Library has undertaken many outreach efforts by having staff and volunteers and displays at park events, concerts, schools, community events, as well as forming partnerships with schools to improve student learning. This is a focused effort to get the library outside its walls.
- A new app for digital devices, named Libby, was implemented to download books and audio books. The new app has allowed us to consolidate multiple platforms into one and thus increase the number of digital holdings available to patrons.
- We introduced several new items this year. Playaway Launchpads are tablets with learning games and items such as SAT instruction. Bookpacks have a children’s book and audio together, which can help encourage reading. The Children’s Librarians have developed a new collection of “Learn to Read” books to help with beginning readers.
- We have continued and expanded many programs for patrons this year, including Read to the Goats, story times in languages other than English, support for Oregon Battle of the Books preparation, among others.
- The library has a very active Teen Council that provides suggestions and feedback on the Young Adult collection and programs.
- The Milltowner development, which includes the businesses just south of the Main Library is starting to move forward. A concept plan was presented at a public meeting and the end result will be attractive. It will include two larger retailers as anchors and restaurants and smaller businesses. The development will provide more parking for the library.
- In Bethany, the expansion of the commercial area (and the library) is still a couple years off. It’s clear we will need more space by the time the development starts and we are in discussions with the developer about options.
- We have over 600 volunteers and almost 100 staff.

Reports of Standing Committees are included in Peter’s written report.

**Election of Directors**
Four people have terms ending this year. Board members generally serve up to two terms of three years each. Anne Madden, the Nominations Chair, nominated the following people: Jea Seconi, Jeanne Gustavson, Bob Gill, and Terry Waitrovich. Jea filled an open position on the Board about three months ago and would be re-elected to continue in that position. Jeanne, Bob, and Terry would be filling 3 year positions.

The Association approved the nominated candidates.
There are two additional slots for people who had to leave the Board before the end of their term. One is a one year position and one is a two year position.
Recognition
Our three departing Board members were recognized. Phil Nelson has served as President, Vice President, and co-chaired the Development/Community Relations Committee. Janet Maurer served as Vice-President, Secretary, and chaired the Events Committee. Steve Pearson served as Treasurer as well as being active in the Strategic Planning effort. The Association thanked them all for their contributions.

The annual meeting was adjourned at 7:53 p.m.

The next annual Association meeting will be held Tuesday, October 16, 2018 at 7:00 pm in the Library Meeting Room.
CEDAR MILL COMMUNITY LIBRARY ASSOCIATION  
EXECUTIVE DIRECTOR’S ANNUAL REPORT  
2017-2018

Libraries in the county continued their effort to remove obstacles to library use. This was the first full year that fines on children’s materials were eliminated. Fine revenue dropped, but circulation of children’s materials at Cedar Mill and Bethany Libraries saw a 2.6% increase topping 1.3 million loans for the first time.

WCCLS ran a program that waived old fines on juvenile materials to provide a clean slate for borrowers. Cedar Mill and Bethany contacted these borrowers and encouraged them to start using the library again.

Library card expiration periods were also extended to prevent the annoyance of needing to confirm mailing address every 2 years. Since most users receive notifications via email and new addresses can be confirmed through the post office, this improvement is very welcome.

WCCLS has been investing in more copies of high demand bestsellers to reduce long wait times for holds. This frees local budgets to build local collections.

CONNECTING WITH THE COMMUNITY
The library took their programs outside library walls more than 800 times this year through BookShare and school visits, talks to community groups, and book clubs and deliveries at senior communities.

In addition to these regular programs, the library brought books and promotional materials to farmers markets, concerts at Bethany Village, Timberland, Cedar Mill Park and Pirate Park and the Cedar Mill Cider Festival. At the 2017 Cider Festival, the Sue Conger memorial walkway to the Cedar Mill falls was dedicated. Sue was a library founder and former library board member. She was instrumental in saving the JQA Young House and access to the falls.

Library staff has been working closely on several fronts with the Beaverton School District:

Marianne Coalson attended a special meeting on the Beaverton School District Futures Study. The study takes a broad look at how District facilities and services might evolve over the next 20 to 50 years. The key variables studied include growth & development in the District, the resulting enrollment and demographic changes, and the evolution of teaching methods and educational models. Key growth areas will be in the Bethany and Cooper Mountain/Sexton Mountain areas and the fastest period of growth will be from 2020-2025. There is not much area for new development, so the district will be looking at different space options - everything from converting existing schools, building higher on existing school property, taking over existing building space or looking at having two schools on an existing footprint.

Jody Westerman helped plan and present a Beaverton School District Childcare provider symposium for 167 providers in 5 languages. Cedar Mill Library used this venue to promote its 1,000 Books before Kindergarten initiative. Nancy Spaulding attended the Terra Linda PTC meeting to learn more about the work of the reading intervention teacher.
The Oregon Center for Career Development in Childhood Care and Education held a training at the library. A goal of Cedar Mill is to increase our capacity for developing curricula and training of child care providers. This is an effective way of reaching large numbers of children in day care.

Mark Richardson, our teen librarian visited almost every fifth grade classroom in our area to promote summer reading.

Librarians continued their participation on school Community Partnership teams at Westview, Springville, Sato, Oak Hills, and Findley.

Volunteers participated in many back to school nights and Kindergarten orientations.

Read across America was celebrated on March 2. Several librarians visited local school classrooms to encourage reading.

Marta Wolczynska talked to a parent group at Forest Park elementary school about Oregon Battle of the Books.

Outreach with adults included:

Lynne Erlandson and Peter Leonard met with Virginia Bruce about the library’s involvement with the local history collection.

Liz Paulus continued working with the Department of Agriculture on their efforts to control a Japanese beetle infestation centered in Cedar Mill.

Library staff participated in CPO and Business Association meetings and participated in the Cedar Hills July 4th parade and Bethany village events like Halloween, Easter Egg Hunt, and other community events.

Circulation and Adult Services staff also visited local apartment complexes to share library information with new residents.

The library continues to donate thousands of withdrawn items to local classrooms and the jail. Some books are used for classroom collections while more worn out books and magazines are being used in art projects.

Cedar Mill and Bethany staff have also been actively participating in countywide efforts to improve library services to our diverse community and participating in forums addressing homelessness.

**COLLECTIONS/TECHNICAL SERVICES**
At the end of June, Bethany had 58,384 items and Cedar Mill had 210,612 items. This fiscal year, 10,601 new items were added to Bethany and 28,599 were added to Cedar Mill.

Both libraries are at capacity so each new addition means at least one less-used older item must be withdrawn.
The floating collections pilot project successfully completed its first year and will be expanded. This allows selected collections to be shelved where they are returned rather than being shipped back to the owning library. This applies only to Bethany and Cedar Mill items in non-English and large type collections.

The large countywide project to clean up older catalog records was completed. More than 6,500 Cedar Mill and Bethany records were updated. This work paves the way for improved access to library materials through the web.

The library is ordering more items that are pre-processed and ready for shelving. This speeds turnaround of materials. This year music CDs were added to the pre-processing schedule.

Technical services has been updating spine labels and jackets to make materials easier to shelve and find. Volunteer Dorrie Towne led a small crew of volunteers who completed a massive relabeling project of children’s books.

Juvenile magazines were relocated to a more visible space and their use increased.

CIRCULATION

Shannon Caster helped WCCLS select an Automated Materials Handling system for the county warehouse. The new system streamlines courier deliveries and reduces some handling of items. Cedar Mill and Bethany gained some backroom space when some sorting functions moved to the courier warehouse.

Library lending of physical items increased by 1.3% this year. This reversed the dip experienced last year.

Digital book and audio loans grew by 30%. Cedar Mill and Bethany users borrowed 149,332 eBooks which now accounts for 6.1% of our library’s total loans. This is up from 4.8% last year.

Circulation ran dozens of engaging displays at the checkout desk that caught user’s attention. Voting contests for favorite fictional animals or favorite children’s book promoted lots of intergenerational conversations about books. A display about the online tool Ancestry helped create interest in this free genealogy database.

ADULT SERVICES

Staff planned over 270 educational & cultural events that drew almost 5,000 adults to library. In addition to regular monthly sessions like Poetry, Book Club, Film Club, and Song Circle, special workshops were held on self-publishing, creative photography, Citizen Advocacy, brain fitness, estate planning, Vanport Flood, and several popular craft sessions.

The library continues to be a place for the community to learn about using computers and devices. Two drop-in labs are held each week and a tech tutor is available for individual help by appointment. Librarians on the desk often provide quick advice on tech and digital content problems.

The Art of the Storyteller festival continues to grow. A Ghanian storyteller delighted an all ages audience at Cedar Mill.
The library hosted a number of concerts including Ronnie Robbins performing Bossa Nova, Steve Hale and fellow songwriters, the Hearts of Dulcimer, and John Nilsen who played a Valentine’s night concert for 65 guests. A surprise attendee for that show was was John’s first grade teacher from Cedar Mill School.

A 99% Eclipse was visible at the library in August 2017. The library had eclipse glasses on hand and had a viewing party in the parking lot.

Adult Services staff responded to 29,201 questions at the reference desk, including 17,069 research, reader’s advisory, & technology questions, plus more than 400 e-reader questions.

Liz Paulus and Jennifer Keyser continued working on website infrastructure and did an audit of the library website. The library was able to separate its website from Cedar Mill news and have better control going forward.

**YOUTH SERVICES**

Ready to Read funds were used to add a monthly Spanish storytime, parenting workshops and support the new Little English Learners program. The Little English Learners program helps children of non-native English speakers learn basic songs and rhymes that native born children are taught at a much younger age.

"1,000 Books Before Kindergarten" is a national program that seeks to encourage reading to young children before they enter formal educational programs. Nancy Spaulding’s grant proposal to start a campaign in our area was funded by the Juan Young Trust with a $10,000 grant. The grant will be used to provide publicity and incentives to families that participate. Nancy’s vision was to involve other libraries serving Beaverton School District in a concentrated effort to get the word out about this program. She secured help from the school district, the Educational Service District, Community Action, Child Care Referral Network, Early Connections and Head Start to distribute 6,000 reading logs. These partners are excited about the program because it is a proven way to get kids ready to succeed in school and to increase bonding between children and parents.

The library hosted 11 Oregon Battle of the Books events that had 481 participants. The events included adult programs to prepare coaches and a series of mock battles and TYK (test your knowledge) sessions at Cedar Mill and Bethany. Students from 16 schools participated in the battles. Librarians also prepared 26 sets of practice questions that were posted on the library web site.

Both libraries participated in the Casey Eye Institute “See to Read” program that screens preschoolers for vision problems.

6 First Lego League showcases with 26 teams had more than 400 attend.

Star Wars day was celebrated on December 9 to coincide with the release of the new movie. Storm troopers, Princess Leia, Darth Vader and R2D2 from the Cloud City Garrison, visited the library for photo ops.

Read for Goats kicked off in December. Reading logs were turned in with almost 18,000 hours read. Big participants were Cedar Mill Elementary, Terra Linda, Findley, and Springville. A generous local donor purchased 2 pair of goats for a family in the developing world in fulfillment of this challenge.
Jenny Fleenor, Marta Wolczynska and Stephanie Csaszar were certified by NASA to handle Moon rocks and meteorites. This outreach program from the space agency will supply these artifacts for public programs, but because of their rarity, special training and certification is required.

Popular drop-in programs for kids filled the meeting room with interactive games and crafts. A Paw Patrol event had more than 200 attend. Kids were able to play at activity stations that included a large cardboard fire truck and a pet hospital. A Moana party had 150 participants that did activities like Moana’s boat, a fishing game and volcanoes. Teen volunteers kept fishing lines loaded, volcanoes erupting, and all the evidence cleaned up afterwards.


Staff used Beanstack, an online registration and tracking tool to track summer reading.

Programs for parents had good turnouts. Getting preschoolers ready to read was a popular parent event in November. In March, parenting workshops on “Parenting in the Age of Digital Attachment”, “Let our Daughters be Funny and Feisty”, and “Mindfulness for Parents of Tweens and Teens” were well attended.

**TEENS**

The Teen Library Council met monthly to plan and hosted special events. Members also created book reviews and videos for the web. There were 88 teen programs at Cedar Mill with 1,491 attending. Some of the larger programs included:

The Knights of Veritas set up a trebuchet in the St. Pius field. Since it was one of the hottest days of the year, they ended up lobbing water balloons.

Well known author Cat Winters attracted a large group of teens when she visited the library in November. She talked about the writing process and her new book.

A Star Wars themed escape room was a popular event, held on the same day that the Star wars re-enactors visited the library.

Drop-in programs designed around early school dismissals on Wednesdays have been successful. At the Wednesday Hangouts teens and tweens enjoy activities like Anime, coding, and game contests.

Bethany hosted an after-hours “80s Prom Gone Bad” mystery night in November and a Gingerbread House making event in December.

The biweekly book club for tweens featuring this year’s Oregon Battle of the Books titles continues to have a following.

An after-hours Amazing Race contest was very popular. The teen library council plans and produces many of these special programs so they are learning good skills while having fun.
Bethany library hosted a Cupcake War program that involved decorating cupcakes.

**BETHANY**

A group from Bethany attended a workshop on “Perfecting your Pitch” that provided feedback and tips on the capital fund raising pitch for the Bethany Library Expansion. Marianne and Peter met with a prospective campaign volunteer who worked on major gifts for a local cultural organization. We are preparing the groundwork for a capital campaign but won’t pull the trigger until there is a date for the expansion.

Bethany celebrated its 10th anniversary during the second week of July. The library hosted Steve Hale and the Super Soul Heroes for a large summer concert that had at least 1,000 attend. The library ran a craft table outside and volunteers shared information about the expansion. The Wiser Wagon came and distributed hundreds of free books to concert goers. The library also passed out cupcakes and balloons on the actual anniversary of the library opening-July 14.

The development schedule for Bethany Plaza is still delayed. The latest information is that construction may not begin for at least another 2 to 4 years. The library is looking at temporary annex space in Bethany Village that might be used for programming and meeting space.

**STAFF AND VOLUNTEERS**

Rob Polivka was hired by Hillsboro Library to run their Makerspace program for children. Sabrina Hall from circulation moved into his position. Caty Williams also took on some of his duties. New shlevers hired include Will Fritzler, Sara Snyder, Nora Bolander, Hailey Arnzen, and Aylee Shomali.

Malia Cummings and Veronica Montenegro served as interns as part of their Library school program.

Adam Gates was hired to replace Carrie Minthorne at Bethany and Jessica Sander moved into Adam’s position. Ian Grant, library assistant at both libraries was hired by Garden Home Library.

New library assistants hired this year were Jill Banks, Sonja Kirstine, Erica Cross, Anupa Kupawasy, Anna Baird, and Amy Akeson.

Stephanie Csaszar was hired as an on-call librarian.

Intel volunteers contributed 686.5 hours to the library last year and the company sent the library a check for $6,865.

A library school student spent a day shadowing in our reference department.

Marianne Coalson attended an “unconference” on Readers Advisory service and brought back many ideas for a future in-service day.

Julie Handyside attended the Oregon Association of School Librarians conference at Jesuit High School.

A regular day of “pop-up projects” is now scheduled each month to provide short duration opportunities for volunteers and to help the library knock off some projects.

Jen Imai and Sonia Cherian participated in the Sunset volunteer fair.

Jen Imai has started a series of volunteer orientations that have been successful. The events help volunteers in different functions and work sites connect and learn more about the many moving parts in the library.

The library staff day featured an excellent presentation on handling challenging situations. Two staff members from Washington County’s health and human services covered practical responses to mental health and behavioral issues.

The library also held a workshop on opioid use for staff later in the year.
LIBRARY BOARD AND ADMINISTRATION
The library board updated or adopted several new polices this year, including: Investments, Group Use of Library, Program policy, Gift Acceptance, Library of Things Collection Policy, and Harassment Policy.

The library identity and logo guide was updated to better accommodate the two library locations.

Long time Development and Communications specialist Dawn Anderson moved to Bellingham in March. Megan McCarthy was hired as Dawn’s replacement. Megan made good progress improving the library’s promotional efforts, but resigned late in the summer of 2018. A search for her replacement is underway.

A new payroll recording system was rolled out. Paychex offered several months of free processing for clients who made the switch. Unfortunately, they did not hire enough customer support to help with the transition, so the adoption was rocky. Everything is back to normal.

OTHER NOTES
Eva Calcagno, long time head of WCCLS retired. She was replaced by Interim director, Lisa Tattersall who was appointed as director in the fall of 2018.

Interior library lighting was upgraded to LED. The Energy Trust provided a $6,000 rebate and is estimating a 6 year payback in energy savings.

New shelving for oversize books, paperback exchange and local materials was installed.

The newspaper recycling dumpster was painted and new steps built as part of an Eagle Scout project by Arjun Somayazula.

LOOKING FORWARD
A new catalog interface developed by Bibliocommons will be rolled out through WCCLS in late 2018. Many public libraries, including Multnomah County adopted this software that provides easier searching and more options for interaction by users.

The library plans to establish a Library Annex in Bethany Village that would provide space for library programs and public meetings. An application for additional funding from WCCLS to offset operating costs was submitted and will be evaluated before the end of November.

New library furniture including lounge chairs and task chairs will be delivered in November. The library kitchen is getting a facelift in October that includes new sink, counters, cabinets, furniture and refrigerator.

The redevelopment of the Milltowner shopping center will begin this year. Most of the tenants are gone and preparation for demolition is underway. Major impacts to the library parking won’t happen until next spring or summer.
DEVELOPMENT

Despite the transition in staffing, net income from fundraising was up 7% this year.

The library received a few unusual gifts this year, including a car and 3 higher value pieces of gold jewelry.

The library received a $10,000 grant from Juan Young Trust to fund the 1,000 Books before Kindergarten Initiative.
A grant from IBM was used to purchase a digital SLP camera to improve the quality of photos used for library promotion.
A grant from The Washington County Cultural Coalition was used to put on 3 self-publishing workshops.
Sunset Accoyo Alpacas partnered with the library on an educational and fundraising event at the farm. The library raffled alpaca puppets and sold feed during the event.

Ongoing Communications
- Enews – 1,340 up from 1,288 subscribers. Sent twice a month.
- Newsletter – 923 up from 859 members who receive printed mailed versions.
- Facebook - 2,368 Followers, up from 2,250 - Cedar Mill and Bethany Pages combined this year. Includes separate 2nd Edition followers
- Twitter – 772 up from 662 Followers
- Pinterest – 217 up from 183 Followers
- Instagram – 725 up from 496 Followers
- Meetup – 416 up from 369 - Wiser People group

SECOND EDITION REPORT
2017–2018

Several gaps in volunteer coverage lead to hiring more staff to cover Sundays.

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<th>Gross Sales</th>
<th>Volunteer Hours</th>
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The annual Christmas brunch at Claremont was run again by the managing committee. Christina Bendinger resigned and Cristina Lopez Flores took over her duties including regularly posting shop merchandise on Instagram. Kris Newton was hired to cover gaps in the schedule.
NOMINATIONS COMMITTEE REPORT
2017-2018

Three board members have terms expiring in October 2018:
Jim Moreland
Lesly Sanocki
Rita Rivera

They all agreed to be nominated for an additional term.
Karen Jaffe moved out of the area and resigned from the board. Her term runs until October 2019 and a replacement is sought.
Cedar Mill Community Library Association
Statistical Summary for Year Ending June 30, 2018

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</thead>
<tbody>
<tr>
<td>Library Attendance</td>
<td>720,187</td>
<td>723,571</td>
<td>-.4%</td>
</tr>
<tr>
<td>Circulation</td>
<td>2,439,291</td>
<td>2,375,013</td>
<td>2.7%</td>
</tr>
<tr>
<td>Registrations</td>
<td>31,961</td>
<td>31,481</td>
<td>1.5%</td>
</tr>
<tr>
<td>Reference Total</td>
<td>45,836</td>
<td>41,185</td>
<td>11.3%</td>
</tr>
<tr>
<td>Internet Hours</td>
<td>21,196</td>
<td>22,994</td>
<td>-7.8%</td>
</tr>
<tr>
<td>Children's Programs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance</td>
<td>927</td>
<td>819</td>
<td>13.2%</td>
</tr>
<tr>
<td>Teen Programs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance</td>
<td>36,989</td>
<td>35,759</td>
<td>3.4%</td>
</tr>
<tr>
<td>Adult Programs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance</td>
<td>1,491</td>
<td>2,569</td>
<td>-42%</td>
</tr>
<tr>
<td>Youth Programs Outside</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance</td>
<td>781</td>
<td>832</td>
<td>-6.1%</td>
</tr>
<tr>
<td>Teen Programs Outside</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance</td>
<td>38,938</td>
<td>42,007</td>
<td>-7.3%</td>
</tr>
<tr>
<td>Adult Programs Outside</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance</td>
<td>2071</td>
<td>1,730</td>
<td>19.7%</td>
</tr>
<tr>
<td>Other Groups in Library</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance</td>
<td>1,972</td>
<td>1,071</td>
<td>84.1%</td>
</tr>
<tr>
<td>Library Volunteers</td>
<td>3,211</td>
<td>3,086</td>
<td>4.1%</td>
</tr>
<tr>
<td>Volunteer Hours</td>
<td>23,101</td>
<td>21,316</td>
<td>8.4%</td>
</tr>
<tr>
<td>Volunteers Second Ed.</td>
<td>845</td>
<td>824</td>
<td>2.5%</td>
</tr>
<tr>
<td>Hours Second Edition</td>
<td>11,144</td>
<td>10,200</td>
<td>9.3%</td>
</tr>
<tr>
<td>Total Volunteer Hours</td>
<td>34,516</td>
<td>31,516</td>
<td>8.7%</td>
</tr>
</tbody>
</table>
### Cedar Mill & Bethany Community Libraries Association
### Statement of Income and Expense
### For the Period July 1, 2017 to June 30, 2018

#### INCOME FROM LIBRARY OPERATIONS
- County Service Contract: $4,163,287
- Desk Receipts: $107,487
- Used Book Sales: $67,710
- Miscellaneous Income: $4,593

Total Income: $4,343,077

#### EXPENSE FROM LIBRARY OPERATIONS
- Personnel: $3,435,425
- Occupancy: $438,241
- Books & Materials: $445,317
- Library Supplies & Services: $64,702
- Programs & Displays: $30,528
- General Supplies & Services: $44,617
- Professional Fees: $33,277
- Non-Capital Equipment: $37,315
- Depreciation: $49,924

Total Expenses: $4,579,346

#### NET LOSS FROM LIBRARY OPERATIONS
- Net Loss: $(236,269)

#### NET INCOME FROM FUND RAISING OPERATIONS
- 2nd Edition Resale Shop: $149,353
- Association Fund Raising Activities: $140,111

Total Fund Raising: $289,464

#### NET INVESTMENT INCOME
- Net Investment Income: $17,469

#### TOTAL NET INCOME
- Total Net Income: $70,664