

Josephine Community Library

**Annual Report
2018-2019**





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Introduction

In its first complete fiscal year (July 2018–June 2019), the library system serving Josephine County has successfully transitioned from a donor-funded nonprofit to a tax-supported government agency.

During Fiscal Year 2018–19, nearly all of the strategic initiatives established the previous November were achieved. Most notably, the district modernized its collection of books and other materials, upgraded technology equipment and access at all four branches, and developed a Facilities Master Plan.

Annual library usage increased at three of the four branch libraries—in Grants Pass, Illinois Valley, and Williams—while maintaining previous levels in Wolf Creek.

Because so much was accomplished earlier than expected, in January 2019 the library district board of directors reconvened and revised its strategic plan, adding new initiatives to increase community engagement and ensure equitable access for all residents of Josephine County.



Programs and Services

In FY 2018–19, the library continued to rebuild, repair, and modernize its collection of books and other materials to meet the evolving demands of today’s patrons.

MATERIALS ADDED BY FISCAL YEAR



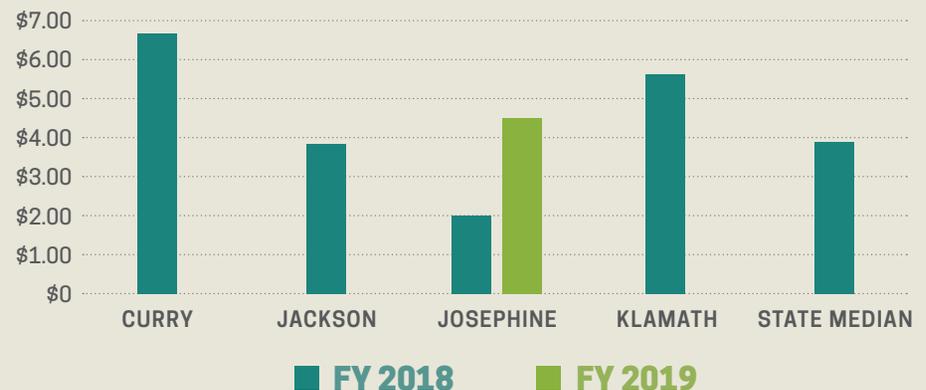
Trends in library usage over three fiscal years demonstrate a **steady increase in the overall borrowing of print books and other materials.**

BRANCH	NUMBER OF ITEMS BORROWED (Does not include e-books)		
	FY 2017	FY 2018	FY 2019
Grants Pass	203,396	199,509	210,921
Illinois Valley	30,675	36,862	36,520
Williams	10,175	11,350	10,470
Wolf Creek	7,522	9,477	8,258
Total	251,768	257,198	268,169

Note: Data does not include e-book borrowing.

This year, Josephine Community Library District **spent an average of \$4.45 per capita** based on the estimated district population of 39,000, with a budget of \$175,000 annually. From FY 2017–18 to FY 2018–19, the district’s book budget more than doubled, delivering on its promise to provide more and better books.

MATERIALS EXPENDITURE PER CAPITA



COMMUNITY SURVEY | In November 2018, the library conducted a community-wide survey to inform updates to its strategic direction as set by the district board. Results of the survey revealed the **public's ongoing interest in print books and newer, better facilities.**

Of the 1,129 survey respondents, six out of 10 said they visited one of the four libraries in Grants Pass, Illinois Valley, Williams, and Wolf Creek monthly. Nearly all patrons said they wanted a book and materials sharing program between libraries in neighboring counties in southern Oregon.



THE GREAT BOOK GRAB | As the library added more than 13,000 new items, overstuffed shelves and limited space dictated the need to weed the collection and rehome materials. In January, the district introduced The Great Book Grab, inviting community members to take home discarded materials for personal use.

The first Book Grab **successfully rehomed 6,000 items.** Another 6,000 books were rehomed at a second Book Grab in April. Additional items were donated to local nonprofit organizations such as Court Appointed Special Advocates (CASA), Drug Court, and Hearts with a Mission.

THE LIBRARY OF THINGS | The Library of Things gives patrons access to a variety of popular items without the burden of ownership—because libraries are no longer just for books, or even e-books. Examples of items available for check-out include an acoustic guitar, a sewing machine, telescope, storytime kits, toys, and more.

Throughout the year, the Library of Things grew in both collection size and usage, with a **257% increase in the number of times patrons borrowed items.**



COMPUTERS | In FY 2018–19, the library made significant investments to improve technology access for patrons. In a typical week, **thousands of patrons use the 48 Internet access computers** at the libraries in Grants Pass, Illinois Valley, Williams, and Wolf Creek.

Thanks to help from Josephine Community Library Foundation, Oregon Community Foundation, Four Way Community Foundation, and the district, we replaced every computer (more than 75 in all), updated them to new operating systems, and replaced two servers, improving the experience for patrons, staff, and volunteers at all four branch libraries.

TECH TIME | By offering a **weekly Tech Time at all four branches**, we've been able to help residents build technology skills and better meet their social, economic, and civic needs.

In support of this important work, the district was awarded a NTEN Digital Inclusion Fellowship. NTEN works with partner nonprofits nationwide to identify emerging digital inclusion champions among their staff. The selected Fellows join a one-year, project-based professional development cohort. NTEN provides in-person and online training, project planning guidance, evaluation tools, and regular supervision to support new and expanded digital inclusion initiatives.

LIBRARY PROGRAMS | In FY 2018–19, the library managed **more than 60 recurring programs, with 3,500 adults and 11,850 children participating.** Programs included:

- | | | |
|----------------------------|---|---|
| Baby Rhyme Time | Homeschoolers Unite | Readapalooza |
| Blue Zones Cooking Demo | K9 Reading Buddies | Reading with Romeo |
| Books in the Park | Kindergarten Backpack Program | Revisiting the Founding Era |
| Bridging Oregon | LEGO Club | Secret Hush-Hush Hour |
| Chess Club | Library2Go E-Book workshops | Sensational Storytime |
| Community Garden Club | Master Gardeners Gardening Series | Something about Poetry |
| Customer Service Workshops | Morning Storytime & Craft | State of the Library |
| Día de los Muertos | Musical Storytime | Summer Meals Program |
| Día de los Niños | NaNoWriMo | Summer Reading Programs |
| Easter Parade Open House | Oregon Humanities Conversation Projects | Sunny Wolf Charter School library classes |
| Fine Amnesty | Oregon Humanities Think & Drink | Teen Advisory Board |
| First Steps | Poetry Alive | Teen Game Day |
| Friday Tech Time | Pop-Up Food Pantry | Teen Tech Week |
| Gale Database Training | Puppet Play | Volunteer Appreciation |
| Game Night | | Weekly Storytime |
| GED Workshop | | Young Master Gardeners |
| Great Book Grab | | |
| Great Stories Club | | |

Together We Thrive

VOLUNTEERS

Library volunteers remain the heart of our library, critical to our success and community culture. From re-shelving and shifting materials to cataloging, leading storytime, and teaching computer classes, library volunteers make it possible for the library to operate year after year—and thrive.

Volunteers contribute more than 500 hours per week, which represents more than \$650,000 in cost savings to the district. This fiscal year, **volunteer hours increased 2.5% and retention grew to 90 percent.**

STAFF

The library staff makes our work possible, connecting patrons to resources within the walls of our four branches and, thanks to national and digital networks, around the world. Their **leadership and stewardship of the district's volunteer program and overall commitment to quality patron services** is to be commended.

Staff members demonstrate their dedication to community and professional engagement through volunteer service and development opportunities throughout the year. Employees of the district volunteer on multiple community and state committees, boards, and agencies.

“People are at the center of the library’s mission to inspire learning, advance knowledge, and strengthen community.”

—THE ASPEN INSTITUTE

Building Equity

Through our efforts to build equitable access to library services across all populations, district staff and volunteers continue to remove barriers to library use.

A program that provides sponsorships for household library cards was refined and financially supported by Josephine Community Library Foundation. The program includes alternative library card options such as a monthly card, an Internet-only card, and a card awarded for volunteer service. In FY 2018–19, the foundation sponsored **335 junior scholarship cards and 131 adult scholarship cards**. The district received \$20,880 in grant funds to make these scholarships possible.

The district also invested **\$1,000 in new Spanish language materials** through a partnership with Libros of Oregon (LfO). Through LfO, the district purchased 70 new books and developed children’s programs to support Spanish language speakers in Josephine County.

ANNEXATION

Property owners may voluntarily join the library district and pay taxes by adding their individual parcels to the district through a legal process known as annexation. In FY 2018–19, **more than 80 residents added their properties to the district**. An average of six new annexation applications continue to be brought before the library district board monthly for approval.

FINE-FREE FOR YOUTH



revoking fines on all youth materials. The Fine-Free for Youth program started on June 1, 2019 as an incentive for youth participation in the 2019 Summer Reading Program.

To help remove other financial barriers, staff and volunteers implemented a fine-free policy for patrons ages 18 and younger,

INTERNET INFRASTRUCTURE PROJECT

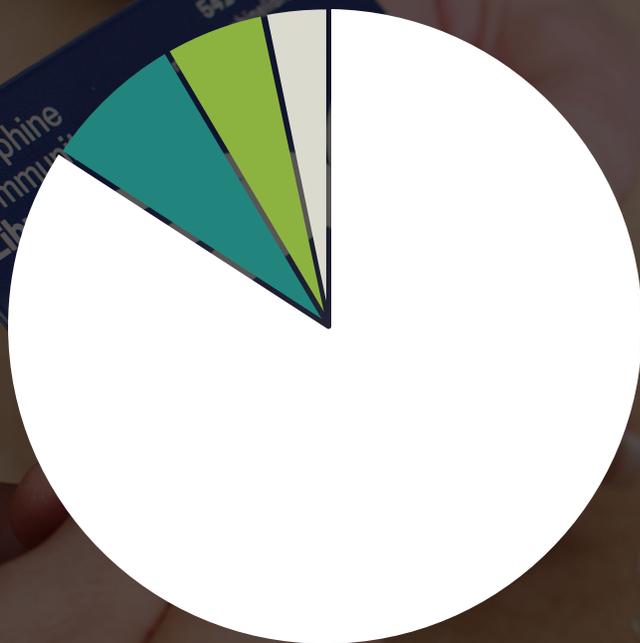
PROJECT | In FY 2018–19, the library developed an extensive project to increase broadband access to its rural communities in Illinois Valley and Wolf Creek. The \$200,000 Internet Infrastructure Project was awarded through the Federal Communications Commission (FCC) “E-rate” program, which seeks to ensure that libraries and schools can obtain high-speed Internet access at affordable rates.



Budget

Utilizing a budget of \$2.3 million, and thanks to the support of more than 350 volunteers, **the library was able to accomplish its strategic goals while remaining frugal**, saving an additional \$300,000 for a reserve fund and future expenses.

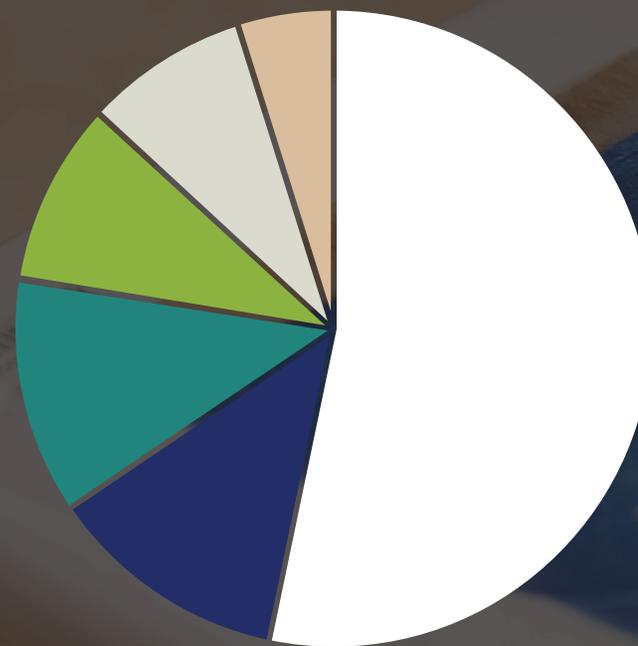
FY 2019 DISTRICT REVENUE



Taxes ■ Grants ■
Fines & Fees ■ Other ■

Sources of revenue by major category in FY 2018-19

FY 2019 DISTRICT EXPENSES



Personnel ■ Materials & Books ■ Library Services ■
Grant-funded Projects ■ Administration* ■ Maintenance & Repairs ■

Expenses by major category in FY 2018-19

*Utilities, insurance, audit, election, legal fees, travel, training

Partnership

The district partners with local, state, and national nonprofit organizations to offer programs and services that strengthen its mission, increase community engagement, and support community initiatives.

Library partners fall into three categories:

SERVICE PARTNERS, which work with the library to provide programs, workshops, storytimes, or other children's and adult services for library patrons and community members.

FUNDING PARTNERS

ASSOCIATIONS

Currently the district has **31 service partners**, **14 funding partners**, and belongs to **10 associations**.

FY 2018-19 SERVICE PARTNERS

American Library Association	Josephine County Food Bank
Blue Zones Project	Josephine County Public Health
Boys & Girls Club of the Rogue Valley	Kiwanis Club of Grants Pass
College Dreams	Libros of Oregon
Easterseals Oregon	Literacy Council of Josephine County
Family Connections	Oregon Humanities
Foster Grandparent	Oregon Poetry Association
Four Rotary Clubs in Josephine County	SOU Master Gardeners
Gilbert Creek Development Center	Southern Oregon Aspire
Gilder Lehrman Institute of American History	Sugarloaf Community Association
Goodwill	Sunny Wolf Charter School
Grants Pass School District 7	Therapy Dogs International, Inc
Grants Pass Rotary Foundation	Three Rivers School District
Hearts with a Mission	Williams Community Preschool

PARTNER SPOTLIGHT: DOLLY PARTON'S IMAGINATION

LIBRARY | Dolly Parton's Imagination Library is a book-gifting program that mails free books to children every month from birth to age five in participating communities.

- 1,601 children were registered
- 261 children graduated out of the program
- Since launching the program in May 2018, more than 15,000 books have been mailed to children in Josephine County



Learn more about the Imagination Library at [imaginationlibrary.com](https://www.imaginationlibrary.com).



JOSEPHINE COMMUNITY LIBRARY FOUNDATION

PARTNER SPOTLIGHT: JOSEPHINE COMMUNITY LIBRARY FOUNDATION

Recognizing that a library system needs appropriate space—for collections, for people, for programming, and for functional operations—the district board is committed to enhancing facilities across the library system as part of its three-year strategic plan.

Although the district's tax revenue is not sufficient for capital building or renovation projects, the district and Josephine Community Library Foundation have established a partnership to improve facilities.

To achieve this goal, the foundation funded the development of a Facilities Master Plan, which has formed the basis of a community capital fundraising campaign.

In FY 2018–2019, the district partnered with Josephine Community Library Foundation to build the necessary fundraising infrastructure to support capital improvements and enhanced services at all four branch libraries.

Together, the foundation and district raised more than \$80,000 to support the library system, with a primary focus on building repair and maintenance.

Learn more about the library foundation's work at jclfoundation.org.

JOSEPHINE COMMUNITY LIBRARY FOUNDATION SPONSORS

BUSINESSES

AllCare Health

Cauble, Cauble & Selvig

Edward Jones

First Community Credit Union

Hart Insurance

Republic Services

Welch Investment Group

FOUNDATIONS

Four Way Community Foundation

Oregon Community Foundation

Facilities

A library system needs adequate space—for collections, for people, for programming, and for functional operations. Recognizing this, the district board adopted the imperative of **enhancing facilities across the library system as part of its three-year strategic plan.**

Because the district’s tax revenue is not sufficient for capital building or renovation projects, Josephine Community Library Foundation established a partnership with the district to provide the facilities Josephine County residents deserve. As a first step toward this goal, the foundation funded the creation of a Facilities Master Plan.

Phase 1 of the Facilities Master Plan was completed in FY 2017–18. Phase 2 was completed in FY 2018–19. A capital fundraising campaign, led by the foundation, will fund new buildings to **replace the Grants Pass and Williams libraries and renovate the Illinois Valley libraries.** In January 2019, preliminary concept drawings, site criteria, and cost estimates were finalized and presented to both the foundation and district boards.

Learn more about the plan on the library’s website. In the site’s navigation, under “branches,” click on [“planning better buildings.”](#)

CONCEPT DRAWINGS FOR NEW BUILDINGS



Conclusion

The library of today is much more than “books on a shelf.” Libraries provide critical access to community information and technology. They are community centers and represent a community’s investment in itself and its future generations.

In a typical month, thousands of patrons check out more than 22,000 items. On any given day, the front desks at our four branch libraries are buzzing with conversation, and folks are meeting, attending programs, browsing the New Items shelf, and relaxing at the big round library tables.

Our libraries are a hub of the community, a source of civic pride, and a safe place where people and ideas can come together.

With the values of integrity, accountability, engagement, innovation, freedom, equity, and inclusion steering our work, the library district has demonstrated strong fiscal stewardship, responsiveness to the community, and strategic leadership in planning for the future needs of the library system and the community.