STEVENS COUNTY RURAL LIBRARY DISTRICT Board of Trustees Public Regular Meeting April 17, 2025 Lakeside Library

Chair Lisa Wolfe called the regular meeting of the Stevens County Rural Library District Board of Trustees to order at 10:04 am. In attendance were Lisa Wolfe, Chair (via Zoom); Josie Darst, Vice-Chair (via Zoom); Joann Caruso, Trustee; Jennifer Miller, Trustee (via Zoom); Sue Poe, Trustee; Amanda Six, District Director; Jessica Varang, Deputy Director and Janet Eide, Business Manager. Becca Moore, Office Manager was absent from the meeting.

VISITORS – Gene Sementi, from OAC, attended in person. Jeff Jurgensen and Cynthia Balzarini from OAC as well as Amy Browne-Minden from Design West joined the meeting via Zoom and shared updates on the Facility Building Projects.

GREETINGS – Lisa welcomed everyone.

PUBLIC COMMENT -

• Jeff, Gene, Cynthia and Amy shared updates on the Facility Building Projects (Unfinished Business #1).

AGENDA CHANGES - Table Meeting Room Policy. Discuss last month's public comment in Reports.

ACTION ITEMS

- (1) The minutes from the Board of Trustees Regular Meeting of March 20, 2025, were reviewed.
- (2) The minutes from the Board of Trustees Conference Call of April 9, 2025, were reviewed.
- (3) The following vouchers and warrants were approved for payment:
 Accounts Payable 3/13/25 4/3/25 55 Vouchers total \$432,220.71.
 Payroll Warrants March 2025 33 Direct Deposits for a total of \$96,258.69.
- (4) The Director's March 2025 timesheets and accumulated vacation & sick hours were reviewed.
- (5) Detailed Revenue & Budget Status Reports for March 2025.

Motion made to accept the Consent Agenda.

Motion made: Josie Motion seconded: Sue All in favor: Unanimous

UNFINISHED BUSINESS

(1) Building Project Updates & Snapshot –

- a. Report from OAC Gene shared an update. It has been a long haul with Chewelah and Northport with Welch as the contractor. Staff in both those locations have been diligent to get things done as they should be done. Cynthia shared that grant funding for Chewelah is fully expended. Northport has a little bit of LCIP funding left. The last billing for both those projects will have to come from library funds. Loon Lake has grant funds to cover all the invoices coming in currently but no extra. About \$100,000 of CDBG funds will not be reimbursed until all approvals have been met (ex. LNI) for many months to a year. Three approvals will have to be met.
 - (1) Northport: The quote from Welch to complete the ramp was outrageous \$5,000-\$6,000. Clifford and Wright poured a concrete pad and took down the portion of the fence needed to complete the ramp. The bathroom had a couple of issues. The workmanship has been subpar and they leave lights and heaters on when leaving the building and doors unlocked. The bathroom door is in working order now. Trustees questioned why the ramp did not reach the sidewalk originally. Joann asked if there is a way to leave an honest review about the quality of work we received?

Subcontractors have been the best people to work with. Jeff suggested that for smaller projects we use MRSC Small Works Roster in the future especially for northern branches to avoid having to work with Welch again. Josie asked if there is any way to hold back money from Welch for a poorly completed job? Other than retainage we cannot hold back money for work done. When substantial completion form is done a one year warranty goes into effect. 11 months from that time we will have a walk through of both locations to submit before the year's end.

- (2) Chewelah: Since the Chewelah and Northport projects were bid as a single project, there needs to be a single date of substantial completion. Although Chewelah is done, we need to wait for Northport to be completed to officially submit a form. Amy will send Welch the form once it is time for both projects.
- (3) Loon Lake: Hope to complete construction by the end of May minus the accordion door that is on back order until mid-to-late July. Possibly start to occupy the new building at the beginning of June. Amy will share information about where Friends might be able to connect a sprinkler system in the future. Amy shared some cost estimates for additional lighting for the parking lot. We cannot afford to add those at this time. Sue and Joann asked about a pathway put in now to add lights later that Loon Lake Friends could cover. Sue wishes they had been in on some of these conversations ahead of time. The good and the bad of Dardan being a great contractor is that they are moving so fast! So any changes are difficult to make. Gene will go and talk to Tony now and see if water can be added. (Gene returned later to the meeting and confirmed that the infrastructure for the water had already been added.)
- (4) Colville: still on hold.
- b. 2021-2023 Loon Lake, Chewelah, and Northport nothing in addition to info above
- c. 2021-2023 Colville nothing new to report
- d. 2023-2025 Hunters Tri-County Economic Development is reapplying for the Community Connect Grant in Hunters. Debra Hansen and Amanda plan to talk to the County Commissioners about applying for the CDBG Grant for Hunters as well. The Capital Campaign Committee is looking into hosting an open forum at the winery for local citizens to pose questions and interest.
- (2) Advocacy to the State Legislature IMLS Funds, almost 4 million that comes to the state of Washington have been pulled from Washington, as well as California and Connecticut. The Secretary of State agreed to cover the funds that had been designated for our WLA Conference grant to send staff to Tacoma in early April.
- (3) Capital Campaign/Legacy Project A Go Fund Me page has been set up for the Legacy Project. Waiting to hear about the Innovia grant for Technology in Chewelah. WalMart gave a \$1,000 grant. Another grant with Tri County Economic Development has been submitted. Discussion is happening to create a Mary Selecky Memorial Fund.
- (4) Staff Reorganization nothing new to report at this time
- (5) Policy/Procedure Review
 - a. Meeting Room Policy Draft Table until next month.
- (6) 2024 Trustees Year in Review Sue is working on it.
- (7) Resolution 01-2025 Supplemental Appropriation to the 2024 Budget Authorizing Amendment to 2024 Budget table

NEW BUSINESS -

(1) Resolution 03-2025 Sale of Surplus Property – Bookmobile – Trustees discussed approving the sale of the Bookmobile and called for a vote.

Motion made to accept Resolution 03-2025 Sale of Surplus Property - Bookmobile.

Motion made: Sue

Motion seconded: Joann All in favor: Unanimous

REPORTS

- (1) Director's Report:
 - a. Library Happenings (attached)
 - b. Statistics and Reporting
- (2) Trustee/Liaison Report:
 - Kettle Falls Friends are prepping for the Annual Tea next week. Hosting a movie tomorrow –
 April in Paris. They made almost \$1,300 at Bingo Night in partnership with the Kettle Falls
 Rotary.
- (3) Others: Trustees discussed how to respond to public comment from last month. Amanda would be happy to draft a response to the questions for the Trustees to review. Amanda can create a document in the drive for Trustee comments. Discuss at the Conference Call.

ADJOURNMENT

The meeting of the Board of Trustees was adjourned at 12:48 pm.

Chair adjourned the meeting.

Respectfully sulpmitted:

Date

05.15.2025

Amanda Six, Secretary, SCRLD

Lisa Wolfe, Board Chair

STEVENS COUNTY RURAL LIBRARY DISTRICT Board of Trustees Conference Call April 9, 2025

The meeting was called to order at 9:02 a.m. by Lisa Wolfe. Present were Lisa Wolfe, Chair; Josie Darst, Vice-Chair; Joann Caruso, Trustee; Jennifer Miller, Trustee; Amanda Six, Library Director and Janet Eide, Business Manager. Sue Poe, Trustee, Jessica Varang, Deputy Director and Becca Moore, Office Manager were absent from the meeting.

AGENDA

- OPENING Lisa welcomed everyone.
- PUBLIC COMMENT none
- o AGENDA CHANGES none
- o ACTION ITEMS none
- o **DISCUSSIONS**
 - April 17th Regular Board Meeting Agenda Changes none
 - Jennifer shared that she saw a couple of great articles in both the Colville and Chewelah newspapers about the new Loon Lake Library!
- o NEW BUSINESS none
- o ADJOURNMENT Meeting was adjourned at 9:07 am.

Respectfully submitted:

Amanda Six, Secretary, SCRLD

Accepted By:

isa Wolfe Board Chair

04.17.2025

Date

District Status Report Director's & Tech/Educ & Staff Support Specialist March 2025

Director District Highlights Submitted by: Amanda

March kicked off with a very busy week of grant application work. Tricounty Economic Development District (TEDD) applied, on our behalf, for a rural technology grant from USDA to help fund some of our tech projects, including hotspots and sound-proof pods. The Stevens County Law Library also pledged \$25,000 in matching funds.

My other projects included: weekly Public Libraries of Washington legislative committee meetings, digital equity work, reviewing the Lakeside lease, attending the Friends of Lakeside Library meeting, multiple meetings with our project partners for the capital facility projects, and supporting the capital campaign committee.

Deputy Director/Tech/Educ Highlights Submitted by: Jessica

March was great - SO much progress was made within the district and with the new build. It kept us on our toes! Lakeside revamped their children's area and replaced some tables (with sharp corners). They also had a great spring Friends meeting and Amanda Smith and Amanda Six did a great job presenting projects and policies and the MOU for Friends/LOSC. Lakeside is really taking off, growing and reaching their community, revamping the space to make things more flexible and friendly, and we are excited to see the growth there! Nellie and Jessica did find a leak in the red shed that had damaged some furniture that was being stored, some of it the new stuff for Loon. It is hard to assess with giant loaders and such right in front of the library and HEAVY pieces inside that have to be moved to see what has been absorbing water in the leak.

We did have some hard staffing challenges in March but definitely want to give a BIG shoutout to Anja for documenting and doing such a wonderful job in her role. There was never a doubt she had followed up and documented what needed to be done/said/etc.

Worked with Programming Specialists and the Marketing Specialist to finalize/ firm up details on Summer Reading. It is coming together nicely and I think everyone will have a good summer library experience!

Staff Support Specialist Highlights Submitted by: Anja

March was a busy month! I submitted the final application (and incredibly detailed budget breakdown!) for the WSL Group Professional Development Grant. We were awarded the grant right away, which was so exciting. This allowed us to finalize all our WLA plans. I finished planning and coordinating the WLA trip for our team. I worked hard to make sure that the experience was as easy as possible for our team and also to keep the trip as economical as possible. Big thank you to Becca for always being willing to help, answer questions, and be a second set of eyes! (We just got back from the conference and had a wonderful experience, but I'll save that for April's report.)

I have been hard at work planning Staff Day. (with lots of team help!) We have a high rate of staff participation with presentations again this year. I'm so pleased! We're planning a wide range of topics that I think will be helpful. We're also surveying staff for one of the main presentations to make sure we're tailoring the info to what staff are most curious or concerned about. We're also planning some really delicious food!

We had some staffing challenges in March, which can be difficult. However, it's also been an opportunity for growth. The team has come together in such a supportive way and there has been some great trust built despite some challenging situations.

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LIBRARIES STEVENS COUNTY	Branch	Submitted By	Month/Year	2025
7. SILVERS COOKIT	Chewelah	Matt	Marci	.

7- 31214G COONT	Chewelah	Matt	March	
Branch Highlights		(can include	stories to share/quotes/tidbits)	
Gaeric hosted our first Dungeon and Lindsey hosted a speed puzzling pr	d Dragons program, it was awe ogram this month as well, the p	ssome. Gaeric did a fantastic job telli patrons who attended had a lot of fur	ing the story and making it fu	n for everyone.
	•			

Statistics to Report			
	Notes:	Notes:	
Head Count/Door Count:	1505	Computer Sessions: 236	
Avg Daily Visitor Count:	71.67	Length of All Sessions: 144:57:00	
		WIFI Stats - Users: 488	
Ref Questions:	10	WIFI Stats '- Total Data Used: 392,6	
Tech Ref Questions:	22		
Tech Reference - Libby:	1	Volunteer Hours	
Circulation Stats:	2,762		
New Library Cards:	22		
		Locker Deliveries @	
Take Home KITS Given Out:		Locker Deliveries @	
TNMake Kits:	85	Locker Deliveries @	
STEM Kits:	55	Locker Deliveries @	
TNCreate:			
TNTry Kits:	35	·	
	Total: 175	WiFi Stats by Month from ExBabylon	
Ref Q, Tech Ref: record two days	- add together, divide by 2, then times by # of da	open in month Circ Stats & New Library Cards from Becca's Circ Stats Sheet	:

Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/ Adult/Community
Storytime Week 1:	19			9	28	N	СН
Storytime Week 2:	7			4	11	N	СН
Storytime Week 3:	77			4	11	N	СН
Storytime Week 4 (&5):	16			11	27	N	СН
TOTA	ALS: 49			28	77		
Tech Help with LOSC Week 1:				4	4	N	AD
Tech Help with LOSC Week 2:				3	3	N	AD
Tech Help with LOSC Week 3:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):					0	Y/N	CH/TN/AD/COM
ATOTA	LS:				7		
Program: Milk Jug Sowing				12	12	N	AD
Program: D&D			3	1	4	N	СОМ
Program: Speed Puzzle					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:			· · · · · · · · · · · · · · · · · · ·		0	Y/N	CH/TN/AD/COM
Outreach:						Y/N	CH/TN/AD/COM
Outreach:						Y/N	CH/TN/AD/COM
TOTA	LS: 49	0	3	41	100		se circle or bold**

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LIBRARIES STEVENS COUNTY	Branch	Submitted By	Month/Year	2025
	Colville	Lisa Vos	Marc	h

Branch Highlights (can include stories to share/quotes/tidbits)

We had a big family from Norway come visit our library for an extend period of time. The kids played on the kindles, found all our local sites in the scavanger hunt, colored, and learned many WA state facts they will be bringing home to share with their classes.

I was able to help a patron sign up for an email address, something he has gone without for years due to lack of access and knowledge. He was appreciative and said, "You'll see me more now!"

We see several patrons daily, refered from the courthouse, USPS and/or Worksource for our assistance with various things. They are all incredibly therefoll we are needly conditions to halp them fill their peeds!

incredibly thankful we are ready and willing to help them fill their needs!

I have ADHD. I cannot read a book so these audio books (Libby) are amazing for me! (I then told her about Sno-Isle Libraries)

Statistics to Report					
		Notes:			Notes:
Head Count/Door Count:		5,443	_	Computer Sessions:	438
Avg Daily Visitor Count:		259 21 days open		Length of All Sessions:	230 hours
			•	WIFI Stats - Users:	888
Ref Questions:		52		WIFI Stats - Total Data Used:	1311 GB
Tech Ref Questions:		116	•		
Tech Reference - Libby:		23	•	Volunteer Hours	137.25
Circulation Stats:		5,558	•	· · · · · · · · · · · · · · · · · · ·	
New Library Cards:		35	•		
			•	Locker Deliveries @ Colville	10
Take Home KITS Given Out:				Locker Deliveries @	
TNMake Kits:	120)		Locker Deliveries @	
STEM Kits:	70			Locker Deliveries @	
TNCreate:	0				
TNTry Kits:	70				
	Total: 260			WiFi Stats by Month from Ex	Babvion
Ref Q, Tech Ref: record two days	add together, divid	ie by 2, then times by # of c	ays open in month		rds from Becca's Circ Stats Sheet

Program Specific Stats							
Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/ Adult/Community
Storytime Week 1:	16			14	30	Y/N	CH/TN/AD/COM
Storytime Week 2:	10	2		5	17	Y/N	CH/TN/AD/COM
Storytime Week 3:	11			6	17	Y/N	CH/TN/AD/COM
Storytime Week 4 (&5):	14	2		12	28	Y/N	CH/TN/AD/COM
T	OTALS:				92		
Tech Help with LOSC Week 1:				1	1	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:				2	2	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 3:				1	1	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5)	:			2	2	Y/N	CH/TN/AD/COM
T	OTALS:				6		CITITOLETCOM
Program: Book Club				8	8	Y/N	CH/TN/AD/COM
Program: VR appointments			2		2	Y/N	CH/TN/AD/COM
Program: Scavenger Hunt					42	Y/N	CH/TN/AD/COM
Program: Discoverable					20	Y/N	CH/TN/AD/COM
Program: Winter Sowing				5	5	Y/N	CH/TN/AD/COM
Program: Bright Beginnings 1	17			8	25		CH/TN/AD/COM
Program: Bright Beginnings 2	11			3	14	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:		·····			0		CH/TN/AD/COM
Outreach: Parkview			· · · · · · · · · · · · · · · · · · ·	10	10		CH/TN/AD/COM
Outreach: Cascadia				4	4		CH/TN/AD/COM
Outreach: Buena Vista				2	2		
Outreach: Recovery Cafe				0	0		CH/TN/AD/COM
Tr	OTALS: 28	0	2	40	230		CH/TN/AD/COM se circle or bold

4.	•			
LIBRAPLES STEVENS COUNTY	Branch	Submitted By	Month/Year	2025
>> SIEVENS COUNTY	Hunters	Riley J. Brunson	Marc	h

Branch Highlights (can include stories to share/quotes/tidbits)

The winter sowing milk jug program went well, there were about 10 patrons that came to the program and all seemed to enjoy it very much. I have had a few patrons say that they are interested in the Firewise program happening in April. I have had a few new patrons come in this month, they loved the fact that we actually have a small library here and one said that it will be such an amazing resource for them and their family to use.

Statistics to Report				
		Notes:	Notes:	
Head Count/Door Count:	63	Open 8 days	Computer Sessions: 8	
Avg Daily Visitor Count:	8		Length of All Sessions: 491	
			WIFI Stats - Users: 30	
Ref Questions:	5		WIFI Stats - Total Data Used: 189.4	
Tech Ref Questions:	4			
Tech Reference - Libby:			Volunteer Hours	
Circulation Stats:	96			
New Library Cards:	1			
			Locker Deliveries @Fruitland	
Take Home KITS Given Out:			Locker Deliveries @Hunters 2	
TNMake Kits:	5		Locker Deliveries @Gifford 14	
STEM Kits:	5		Locker Deliveries @	
TNCreate:	5			
TNTry Kits:	5			
	Total: 20		WiFi Stats by Month from ExBabylon	
Ref Q, Tech Ref: record two days - a	dd together, divide by 2,	then times by # of days open in	month Circ Stats & New Library Cards from Becca's Circ Sta	ats Sheet

Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N -	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/ Adult/Community
Storytime Week 1:				· · · · · · · · · · · · · · · · · · ·	0	Y/N	CH/TN/AD/COM
Storytime Week 2:					0	Y/N	CH/TN/AD/COM
Storytime Week 3:					0	Y/N	CH/TN/AD/COM
Storytime Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTALS					0		
Tech Help with LOSC Week 1:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 3:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTALS:				·	0		- THE PART OF THE
Program: Winter Milk Jug Sowing		3	3	4	10	N	СОМ
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:				· · · · · · · · · · · · · · · · · · ·	0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:			· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Outreach:					0		CH/TN/AD/COM
Outreach:		···			0		CH/TN/AD/COM
TOTALS:	0	3	3	4	10		se circle or bold**

N	LIBRARIES	
ŊŢ	STEVENS COUNTY	

Submitted By 2025 Month/Year **Kettle Falls** LTL March

Branch Highlights

(can include stories to share/quotes/tidbits)

Roosevelt Bear joined us for a special storytime, Wake Up, Roosevelt as kids helped welcome him out of hibernation. One mom was amazed to see her shy little one light up and come out of her shell for the big bear. Another child proudly declared, "Now that I know my ABCs, I can read!" When asked what she wanted to read about, she exclaimed, "Bears!" Meghan's storytimes in KF are having a real impact on early literacy— and they are good fun!

WSU milk jugs extremely popular with many excited patrons of all ages joining in on the fun. Some of our usual art kiddos decided to make one as well, and proudly showed off their milk jug flower beds that they plan to plant outside their houses once they begin to sprout!

Statistics to Report						
		Notes:				Notes:
Head Count/Door Count:		2412		Computer Sessions:	387	1101001
Avg Daily Visitor Count:		115 open 21 days	_	Length of All Sessions:	233.62	
				WIFI Stats - Users:	342	
Ref Questions:		90		WIFI Stats - Total Data Used:	278.0860023	
Tech Ref Questions:		178	-			
Tech Reference - Libby:		10	_	Volunteer Hours	91	
Circulation Stats:	1	,648	_	Community service hours	16	
New Library Cards:		21			- 10	
Take Home KITS Given Out:			- , ,,,,,,	Notary	1	
TNMake Kits:	56	/80				
STEM Kits:	60	/60	=	·		
TNCreate:						
TNTry Kits:	20	/35	-	+ + + - ·		
Ref Q, Tech Ref: record two days - a	Total: 136 dd together, divide	by 2, then times by # of	- davs open in month	WiFi Stats by Month from Circ Stats & New Library		ola Cim Stata Chart

Program Specific Stats							
Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	٥	4 .	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/ Adult/Community
Storytime Week 1:	32			6	38	Y/N	CH
Storytime Week 2:	34			10	44	Y/N	CH
Storytime Week 3:	28			5	33	Y/N	СН
Storytime Week 4 (&5):	40			10	50	Y/N	CH
TOTAL	s:				165		U1
Tech Help with LOSC Week 1:				1	1	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:				2	<u>.</u>	Y/N	
Tech Help with LOSC Week 3:		*				Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):				3	 3	Y/N	CH/TN/AD/COM
TOTAL	S:			7	7	17N	CH/TN/AD/COM
Program: Art 3/4		35	4	16	55		
Program: Art 3/11		34	5	5	44		СН
Program: Art 3/18		30	4	12	46		CH
Program: Art 3/25		24	5	13			СН
Program: Music 3/5		2	8	1	42		СН
Program: Music 3/12		2	8		11		GEN
Program: Music 3/19		1	7	1	11		GEN
Program: Music 3/26			<u>′</u>	1	9		GEN
Program: Writer's Group 3/20				2	5		GEN
Program: FOL Movie Night 3/21				10	10		AD
Program: AICC Tax Help				11	11		AD
Program: WSU Milk Jug Greenhouses	····			8	8	N	AD
Outreach:		2	5	8	15	N	AD
TOTALS					0	N	CH/TN/AD/COM
IOIALS	S: 0	130	49	95	439	**Pleas	e círcle or bald**

LIBRARIES Branch Submitted By Month/Year 2025

Lakeside Amanda SM March

Branch Highlights

(can include stories to share/quotes/tidbits)

Patron Comment from 2 children (ages 10 and 7) about the March Stem Kit "Secret Agent": "This is the most funnest kit the library has ever done!" Their mom's comment: They love the secret spy markers. They have re-worn the mustaches on multiple occasions. The have added other numbers and symbols to their ciphers to make their own codes, and they wander around the house looking for clues to non-existent mysteries. They learned something and they have continued to have fun with the items days later. This has also been my favorite take home kit!!!

We've received really positive reviews from the changes that have been made to story times. We've adapted to the age of kids that are coming, primarily toddlers and kids who are not quite old enough for preschool. Parents and caregivers are spending an hour or more at the library during story time days visiting with one another and letting the kids interact. We've been incorporating more fine motor activities, a picture schedule and reducing the book reading to one shorter book. We've also added more songs, finger play, scarves, egg shakers and anything that the kids can be interactive with.

Statistics to Report				
		Notes:	Notes:	
Head Count/Door Count:	11	64	Computer Sessions: 74	
Avg Daily Visitor Count:	5	5.4	Length of All Sessions: 31.7	
			WIFI Stats - Users: 186	
Ref Questions:		59	WIFI Stats - Total Data Used: 267.2641643	
Tech Ref Questions:		46	2012011010	
Tech Reference - Libby:	25		Volunteer Hours 11	
Circulation Stats:	2,070			
New Library Cards:	19			
			Locker Deliveries @ lakeside 5	
Take Home KITS Given Out:			Locker Deliveries @	
TNMake Kits:	55	all taken	Locker Deliveries @	
STEM Kits:	40	all taken	Locker Deliveries @	
TNCreate:	2	8/ 55 total		
TNTry Kits:	25	all taken		
Total:	122		WiFi Stats by Month from ExBabylon	
Ref Q, Tech Ref: record two days - add togetl	er, divide b	y 2, then times by # of	ys open in month Circ Stats & New Library Cards from Becca's Circ Stats Shee	et

Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:						- <u></u>	Children/Teen/ Adult/Community
Storytime Week 1:	7	0	0	5	12	Y/N	CH/TN/AD/COM
Storytime Week 2:	15	0	0	10	25	Y/N	CH/TN/AD/COM
Storytime Week 3:	13_	0	0	8	21	Y/N	CH/TN/AD/COM
Storytime Week 4 (&5):	13	0	0	10	23	Y/N	CH/TN/AD/COM
TOTALS:	48	0	0	33	81		
Tech Help with LOSC Week 1:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 3:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTALS:	0	0	0	0	<u>_</u>		OTT THE PLANTS ON
Program: Reading with a Ranger	4	5	0	4	13	Y/N	CH/TN/AD/COM
Program: WSU Milk Jug Greenhouse	0	2	2	6	10		CH/TN/AD/COM
Program: Computer Skills Workshop Wk 2	0	1	0	6	7	Y/N	CH/TN/AD/COM
Program: Computer Skills Workshop Wk 3	0	0	0	5	5		CH/TN/AD/COM
Program: Computer Skills Workshop Wk 4	0	0	0	1	1		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:			·		0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Outreach:			*****				CH/TN/AD/COM
Outreach:					0		CH/TN/AD/COM CH/TN/AD/COM
TOTALS:	52	8	2	55	117		e circle or bold**

LIBRARIES STEVENS COUNTY	Branch	Submitted By	Month/Year 2025	
	Loon Lake		March	
Branch Highlights		(can include storie	es to share/quotes/tidbits)	<u>. </u>
				

	Notes:	N.A.
Head Count/Door Count:	558	Notes:
		Computer Sessions: 66
Avg Daily Visitor Count:	33	Length of All Sessions: 26,02
		WIFI Stats - Users: 151
		WIFI Stats - Total
Ref Questions:	234	Data Used: 429,065353
Tech Ref Questions:	46	
Tech Reference - Libby:	1	Volunteer Hours 10
Circulation Stats:	1,335	Water and the second se
New Library Cards:	10	
		Locker Deliveries @ Loon Lake 49
Take Home KITS Given Out:		
	45	Locker Deliveries @
TNMake Kits: Dancing Leprechaun	45	Locker Deliveries @
STEM Kits: Spy Science	40	Locker Deliveries @
TNCreate:		
TNTry Kits: String and Pin Art	25	
Total:	110	WiFi Stats by Month from ExBabylon
Ref Q, Tech Ref: record two days - add togeth	er, divide by 2, then times by # of	nen in month Circ Stats & New Library Cards from Becca's Circ Stats Sheet

Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Totai	Offsite?	Target Audience
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/ Adult/Community
Storytime Week 1:	44			4	8	Y/N	CH/TN/AD/COM
Storytime Week 2:	3			3	6	Y/N	CH/TN/AD/COM
Storytime Week 3:	3			3	6	Y/N	CH/TN/AD/COM
Storytime Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTALS:					20		
Tech Help with LOSC Week 1:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:				1	1	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 3:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):					0		CH/TN/AD/COM
TOTALS:					1		GIB THEADICON .
Program: Friends Meeting				11	11	Y/N	CH/TN/AD/COM
Program: Loon Lake School Literacy Night		19		8	27		CH/TN/AD/COM
Program: Book Club				5	5		CH/TN/AD/COM
Program: WSU Winter Sowing		1		4	5		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:							CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:		· · · · · · · · · · · · · · · · · · ·			0		
Program:			·				CH/TN/AD/COM
Program:							CH/TN/AD/COM
Outreach:					<u></u>		CH/TN/AD/COM
Outreach:							CH/TN/AD/COM
TOTALS:	0	20	0	28	0 69		CH/TN/AD/COM

Diancii Status Kepi	OIL
LIBRARIES TIEVENS COUNTY	Branch

Northport Submitted By Month/Year 2025

Northport Wright Halbert March

	Northport	Wright Halbert	March
Branch Highlights			
		(can include storie	s to share/quotes/tidbits

The milk jug gardening program was well received, she gives a great presentation and the patrons were very engaged.

Clifford and Wright were happy to have a working restroom again, though it is still a work in progress.

Statistics to Report					
	<u> </u>	Notes:			Notes:
Head Count/Door Count:		173		Computer Sessions:	
Avg Daily Visitor Count:	1	4.4 12 Days Open	-	Length of All Sessions:	27:03:00
			-	WIFI Stats - Users:	30
Ref Questions:		24		WIFI Stats - Total Data Used:	42,69
Tech Ref Questions:		12	-	O.C.	27 / 24.96 GB
Tech Reference - Libby:		1	-	Volunteer Hours	
Circulation Stats:	-	357	-		
New Library Cards:		0	-		
			-	Locker Deliveries @ NP	6
Take Home KITS Given Out:				Locker Deliveries @ OC	26
TNMake Kits:	10	/10		Locker Deliveries @	
STEM Kits:	10	/10	- ,	Locker Deliveries @	
TNCreate:			-		
TNTry Kits:	10	/10			* · ·
Tota			-	WiFi Stats by Month from	- FyBahvion
Ref Q, Tech Ref: record two days - add to	ogether, divide b	y 2, then times by # of	days open in month	-	Cards from Becca's Circ Stats Sheet

Program Specific Stats							
Programming Spreadsheet 2025	Child 0-5	Child 6-11	Young Adults 12-18	Adult 19+	Total	Offsite?	Target Audienc
example: Storytime 1	5	2	0	4	11	Y/N	CH/TN/AD/COM
ALL PROGRAMS:							Children/Teen/ Adult/Community
Storytime Week 1: Northport	10				10	Y	СН
Storytime Week 2: Northport	7				7	Y	CH
Storytime Week 3: Northport	10				10	<u> </u>	CH
Storytime Week 4 (&5): Northport	11				11	Ÿ	CH
TOTALS	S:				38		<u> </u>
Tech Help with LOSC Week 1:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 2:					0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 3:	_				0	Y/N	CH/TN/AD/COM
Tech Help with LOSC Week 4 (&5):					0	Y/N	CH/TN/AD/COM
TOTALS	S:				0	3 / N	CH/TN/AD/COM
Program: Milk Jug Gardening				3	3	N	
Program: Storytime OC		14		2	16	- N	СОМ
Program: Storytime OC		13		2	15		СН
Program: Storytime OC		14		2	16	Y	СН
Program: Storytime OC Week 4 SICK						Y	СН
Program:					0	Y	СН
Program:					0	Y/N	CH/TN/AD/COM
Program:			······································		0	Y/N	CH/TN/AD/COM
Program:					0		CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Program:					0	Y/N	CH/TN/AD/COM
Outreach:					0	Y/N	CH/TN/AD/COM
Outreach:					0	Y/N	CH/TN/AD/COM
TOTALS					0	Y/N	CH/TN/AD/COM
TOTALS	± 0	41	0	9	88	"Pleas	se circle or bold**