



# CITY of ESCONDIDO

LIBRARY BOARD OF TRUSTEES

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June 13, 2024 at 4:00 PM

**Council Chambers: 201 North Broadway, Escondido, CA 92025**

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## **WELCOME TO YOUR BOARD MEETING**

We welcome your interest and involvement in the legislative process of Escondido. This agenda includes information about topics coming before the board.

### **PRESIDENT**

Virginia Bunnell

### **SECRETARY**

Francis X. Bova III

### **TRUSTEES**

John Schwab

Carolyn Clemens

Maribel Reyes

### **ASSISTANT CITY CLERK**

Sarena Garcia

## **HOW TO WATCH**

The City of Escondido provides one way to watch a board meeting:

### **In Person**



201 N. Broadway, Escondido, CA 92025



# CITY of ESCONDIDO

## LIBRARY BOARD OF TRUSTEES

THURSDAY, JUNE 13, 2024

### HOW TO PARTICIPATE

The City of Escondido provides two ways to communicate with the board during a meeting:

#### In Person



Fill out Speaker Slip and Submit to City Clerk

#### In Writing



<https://escondido-ca.municodemeetings.com>

### ASSISTANCE PROVIDED

If you need special assistance to participate in this meeting, please contact our ADA Coordinator at 760-839-4869. Notification 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility. Listening devices are available for the hearing impaired – please see the City Clerk.



### ROLL CALL

### ORAL COMMUNICATIONS

### APPROVAL OF MINUTES

- [1.](#) Review and approval of minutes from the May 9, 2024 meeting.

### CURRENT BUSINESS

- [2.](#) The Library Director will present the library's collection budget plans for comment and advice by the Board of Trustees.

### STATISTICS REPORT

- [3.](#) Presentation of monthly statistical report and strategic plan updates.

### LIBRARY DIRECTOR'S REPORT

- [4.](#) Reports and updates by the Library Director.

### TRUSTEE LIBRARY USE REPORT



# CITY *of* ESCONDIDO

## LIBRARY BOARD OF TRUSTEES

THURSDAY, JUNE 13, 2024

5. Reports by the Library Board of Trustees of their use of the library and its services.

### **ADJOURNMENT**

### **UPCOMING MEETING SCHEDULE**

6. Thursday, July 11, 2024, **6:00 p.m.** City Council Chambers  
Thursday, August 8, 2024, 4:00 p.m. City Council Chambers  
Thursday, September 13, 2024, 4:00 p.m. City Council Chambers



# CITY of ESCONDIDO

## LIBRARY BOARD OF TRUSTEES

Item 1.

### Minutes

3:00 PM Special Meeting

#### ROLL CALL

##### PRESENT

President Virginia Bunnell  
Secretary Francis X. Bova III  
Trustee John Schwab  
Trustee Maribel Reyes  
Trustee Carolyn Clemens

#### ORAL COMMUNICATIONS

None

#### APPROVAL OF MINUTES

##### 1. Review and approval of minutes from the April 11, 2024 meeting

Motion: Schwab; Second: Reyes; Approved 5-0

#### CURRENT BUSINESS

##### 2. Elections for the Library Board of Trustees: President and Secretary

Motion to appoint Bunnell as President: Schwab; Second: Clemens; Approved: 5-0

Motion to appoint Bova as Secretary: Reyes; Second: Bunnell; Approved: 5-0

##### 3. A brief update on the status of the State Library grant-funded renovation project

Library Director Rino Landa provided an overview of the tentative scope of the project

Trustee Clemens requested a cost estimate on mobile shelving for the Library and requested that City Staff return in November or December 2024 to answer questions about the project.

Trustee Schwab inquired about the possibility of adding more meeting rooms

Trustee Bova inquired about the possible impacts of closing the Library during construction

Trustee Reyes inquired about the anticipated timeline of the construction project



# CITY of ESCONDIDO

## LIBRARY BOARD OF TRUSTEES

### 4. A review of proposed changes and updates to the library's Collection Development, Borrowing, and Confidentiality of Customer Records policies

Motion to update the Collection Development policy: Reyes; Second: Bunnell; Approved: 5-0

The Borrowing Policy and Confidentiality Policy were tabled to the next meeting.

(Trustee Bunnell and Trustee Schwab had to leave to attend another meeting)

### STATISTICS REPORT

#### 5. Monthly review of statistics and strategic goals

### LIBRARY DIRECTOR'S REPORT

#### 6. Library Director's Report and library updates.

### TRUSTEE LIBRARY USE REPORT

#### 7. Reports by the Library Board of Trustees of their use of the library and its services.

Trustee Reyes attended a Book Club meeting as well as the Star Wars event

Trustee Clemens checked out a book that won a Pulitzer Prize

Trustee Bova sat on a panel that reviewed the City's new website and attended the Star Wars event

### ADJOURNMENT

Meeting Adjourned at 4:30 p.m.

### UPCOMING MEETING SCHEDULE

#### 8. The Library Board of Trustees meets the second Thursday of each month at 4:00 p.m. unless noted otherwise.

Thursday, June 13, 2024, 4:00 p.m. City Council Chambers

Thursday, July 11, 2024, **6:00 p.m.** City Council Chambers

Thursday, August 8, 2024, 4:00 p.m. City Council Chambers



# CITY *of* ESCONDIDO

LIBRARY BOARD OF TRUSTEES

Item 1.

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PRESIDENT

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CITY CLERK

	Fund Name	Previous Year's Budget		Avg price per item	Estimated Number of Volumes	Current Circ %	How that translates to budget \$	Ave price per item	Estimated number of volumes	Proposed Budget		Ave price per item	Estimated number of volumes
		Dollars	% total budget							Dollars	% total budget		
Adult Print	Adult Fiction	\$ 21,000.00	8.82%	\$15.76	1,332	14.8%	\$ 21,202.57	\$15.76	1345	\$ 12,000.00	5.04%	\$15.76	761
	Adult Lease Fiction	\$ -	0.00%	\$15.76	0	14.8%	\$ 21,202.57	\$15.76	1345	\$ 6,000.00	2.52%	\$15.76	381
	Adult Nonfiction	\$ 15,849.58	6.66%	\$21.06	753	8.2%	\$ 11,710.80	\$21.06	556	\$ 15,000.00	6.30%	\$21.06	712
	Adult Lease Nonfiction	\$ -	0.00%	\$21.06	0	8.2%	\$ 11,710.80	\$21.06	556	\$ 2,000.00	0.84%	\$21.06	95
	Adult Graphic Novels	\$ 4,500.00	1.89%	\$14.33	314	2.2%	\$ 3,078.02	\$14.33	215	\$ 5,000.00	2.10%	\$14.33	349
	Adult Large Print	\$ 4,461.21	1.87%	\$29.81	150	1.7%	\$ 2,476.73	\$29.81	83	\$ 5,000.00	2.10%	\$29.81	168
	Spanish Adult Fiction	\$ 2,000.00	0.84%	\$17.17	116	4.7%	\$ 6,728.70	\$17.17	392	\$ 4,500.00	1.89%	\$17.17	262
	Spanish Adult Nonfiction	\$ 675.33	0.28%	\$19.69	34	0.4%	\$ 629.92	\$19.69	32	\$ 5,000.00	2.10%	\$19.69	254
Children's Print	TOTAL ADULT PRINT	\$ 48,486.12	20.36%		2,700	55%	\$ 78,740.12		4525	\$ 54,500.00	22.89%		2982
	Children's Board Books	\$ 436.24	0.18%	\$8.87	49	2.94%	\$ 4,209.02	\$9.77	431	\$ 5,000.00	2.10%	\$9.77	512
	Children's Easy Readers	\$ 1,428.70	0.60%	\$30.34	47	6.69%	\$ 9,577.66	\$30.34	316	\$ 7,000.00	2.94%	\$30.34	231
	Children's Picture Books	\$ 5,960.00	2.50%	\$14.02	425	13.02%	\$ 18,639.93	\$14.02	1330	\$ 11,000.00	4.62%	\$14.02	785
	Children's Fiction	\$ 5,440.00	2.28%	\$12.66	430	9.47%	\$ 13,557.62	\$12.66	1071	\$ 9,000.00	3.78%	\$12.66	711
	Children's Nonfiction	\$ 4,880.00	2.05%	\$18.30	267	4.82%	\$ 6,900.50	\$18.30	377	\$ 10,000.00	4.20%	\$18.30	546
	Children's Graphic Novels	\$ 2,720.00	1.14%	\$13.58	200	5.19%	\$ 7,430.20	\$13.58	547	\$ 10,000.00	4.20%	\$13.58	736
	Children's Wonderbooks	\$ -	0.00%	\$60.00	0	5.19%	\$ 7,430.20	\$60.00	124	\$ 2,000.00	0.84%	\$60.00	33
	Spanish Children's	\$ 4,800.00	2.02%	\$16.44	292	3.09%	\$ 4,423.76	\$16.44	269	\$ 7,000.00	2.94%	\$16.44	426
YA Print	TOTAL CHILDREN'S PRINT	\$ 25,664.94	10.78%		1,661	50.41%	\$ 67,959.88		4033	\$ 61,000.00	25.62%		3980
	Teen Fiction	\$ 5,200.00	2.18%	\$14.38	362	2.11%	\$ 3,020.76	\$14.38	210	\$ 4,000.00	1.68%	\$14.38	278
	Teen Graphic Novels	\$ 6,983.20	2.93%	\$12.48	560	4.41%	\$ 6,313.53	\$12.48	506	\$ 9,000.00	3.78%	\$12.48	721
	Teen Nonfiction	\$ 880.00	0.37%	\$19.56	45	0.09%	\$ 128.85	\$19.56	7	\$ 1,000.00	0.42%	\$19.56	51
AV	TOTAL YA PRINT	\$ 13,063.20	5.49%		921	6.61%	\$ 9,334.28		716	\$ 14,000.00	5.88%		1050
	Adult DVDs	\$ 14,500.00	6.09%	\$23.74	611	16.58%	\$ 23,736.57	\$23.74	1000	\$ 9,000.00	3.78%	\$23.74	379
	Children's DVDs	\$ 800.00	0.34%	\$17.71	45	1.15%	\$ 1,646.38	\$17.71	93	\$ 1,000.00	0.42%	\$17.71	56
	Adult Audiobooks	\$ 3,274.00	1.38%	\$47.78	69	0.99%	\$ 1,417.32	\$47.78	30	\$ 3,000.00	1.26%	\$47.78	63
	Children's Audiobooks	\$ 400.00	0.17%	\$40.01	10	0.25%	\$ 357.91	\$40.01	9	\$ 500.00	0.21%	\$40.01	12
Misc and Local	TOTAL AV	\$ 18,974.00	7.97%		734	18.97%	\$ 27,158.18		1131	\$ 13,500.00	5.67%		511
	Periodicals (Local) Adult	\$ 7,601.91	3.19%	-						\$ 6,000.00	2.52%	-	
	Periodicals (Local) Children's	\$ 344.68								\$ 350.00	0.15%		
	Pioneer Room (Local)	\$ 2,000.00	0.84%	-						\$ 1,000.00	0.42%	-	
	Processing Supplies (Local)		0.00%	-						\$ 246.25	0.10%	-	
Databases	TOTAL LOCAL ORDERS	\$ 9,946.59	4.18%							\$ 7,596.25	3.19%		
	Database Subscriptions	\$ 36,501.00	15.33%	-						\$ 12,000.00	5.04%	-	
	Bibliotheca Annual Fee	\$ 3,500.00	1.47%							\$ -	0.00%		
	Bibliotheca Adult eAudio	\$ 700.00	0.29%	-						\$ -	0.00%	-	
	Bibliotheca Adult eBooks	\$ 9,300.00	3.91%	-						\$ -	0.00%	-	
	hoopla	\$ 24,879.42	10.45%							\$ 15,000.00	6.30%		
	OverDrive Adult eAudio	\$ 8,101.98	3.40%							\$ 13,000.00	5.46%		
	OverDrive Adult eBooks	\$ 9,300.00	3.91%							\$ 11,000.00	4.62%		
	OverDrive Children's eBooks	\$ 850.00	0.36%							\$ 1,000.00	0.42%		

	OverDrive Teen eBooks	\$ 1,000.00	0.42%							\$ 1,500.00	0.63%		
	TumbleBooks	\$ 799.00	0.34%							\$ 799.00	0.34%		
<b>Discretionary</b>	<b>TOTAL DATABASES (BROKEN OUT)</b>	<b>\$ 94,931.40</b>	<b>39.87%</b>							<b>\$ 54,299.00</b>	<b>22.81%</b>		
	Discretionary Adult Bks & Audbks/	\$ 13,000.00	5.46%	-						\$ 11,000.00	4.62%	-	
	Discretionary Child Bks & Audbks/	\$ 6,909.00	2.90%	-						\$ 10,000.00	4.20%	-	
	Discretionary DVDs/Replacements	\$ 3,800.00	1.60%	-						\$ 3,000.00	1.26%	-	
	Discretionary Spanish		0.00%	-						\$ 3,200.00	1.34%	-	
	Discretionary YA Bks & Audbks/Re	\$ 3,320.00	1.39%	-						\$ 6,000.00	2.52%	-	
<b>Total</b>	<b>TOTAL DISCRETIONARY</b>	<b>\$ 27,029.00</b>	<b>11.35%</b>							<b>\$ 33,200.00</b>	<b>13.94%</b>		
	<b>TOTAL OF ENTIRE BUDGET</b>	<b>\$ 238,095.25</b>	<b>100.00%</b>							<b>\$ 238,095.25</b>	<b>100.00%</b>		
<div> <div>Physical Materials Total</div> <div>\$ 143,163.85</div> </div> <div> <div>Digital Materials Total</div> <div>\$ 94,931.40</div> </div> <div> <div></div> <div>\$ 238,095.25</div> </div>										<div> <div>\$ 183,796.25</div> <div>Proposed Physical Totals</div> </div> <div> <div>\$ 54,299.00</div> <div>Proposed Digital Totals</div> </div> <div> <div>\$ 238,095.25</div> <div></div> </div>			
<div> <div>238095.24</div> <div></div> </div> <div> <div>\$</div> <div>(0.01)</div> </div>													



Physical vs Electronic budgets	FY 22-23	FY 23-24
Physical \$\$	\$ 143,163.85	\$ 183,796.25
Electronic \$\$	\$94,931.40	\$ 54,299.00

Age by budget and circ	FY 22-23	FY 23-24
Adult \$\$	\$ 79,260.12	\$ 77,500.00
Children's \$\$	\$ 33,773.94	\$ 72,500.00
YA \$\$	\$ 16,383.20	\$ 20,000.00
Adult circ	55.00%	
Children's circ	50.41%	
Teen circ	6.61%	

Print vs AV physical budgets	FY 22-23	FY 23-24
Print \$\$	\$ 110,443.26	\$ 156,500.00
AV \$\$	\$22,774.00	\$16,500.00
Print Circ	112.02%	
AV Circ	18.97%	

- Understocked
- Critically Understocked

Database	Cost
Bibliotheca - Comics+ (100k-300k)	\$ 4,500.00
Gale - Chilton Library	\$ 1,890.00
Niche Academy	\$ 2,800.00
A to Z Databases	\$ 2,175.00
	\$ 11,365.00

\$ -

Category	Circulation	% Total Circulation	Current Items	% Collection	RU
Children's Picture Book	58099	12.68	5993	5.23	2.42
DVD Fiction	49075	10.71	8987	7.85	1.36
Children's Fiction	43375	9.47	7368	6.43	1.47
Fiction	32908	7.18	13078	11.42	0.63
Nonfiction	31291	6.83	18363	16.04	0.43
Children's Easy Reader Fiction	30637	6.69	2377	2.08	3.22
Children's Graphic Fiction	23800	5.19	2069	1.81	2.87
Teen Graphic Fiction	20205	4.41	5274	4.61	0.96
Children's Nonfiction	20201	4.41	4244	3.71	1.19
DVD Television	18842	4.11	5803	5.07	0.81
Mystery	16541	3.61	6104	5.33	0.68
Children's Board Book	13491	2.94	937	0.82	3.6
Teen Fiction	9688	2.11	3061	2.67	0.79
Graphic Fiction	9168	2	2623	2.29	0.87
New Fiction	5836	1.27	687	0.6	2.12
Spanish Children's Picture Book	5527	1.21	1540	1.34	0.9
Children's DVD Fiction	4837	1.06	1023	0.89	1.18
Interlibrary Loan	4664	1.02	258	0.23	4.52
DVD Nonfiction	4215	0.92	2704	2.36	0.39
Large Print Fiction	3956	0.86	1883	1.64	0.53
Children's Holiday	3725	0.81	880	0.77	1.06
Audiobook Fiction	3634	0.79	1879	1.64	0.48
New Mystery	3268	0.71	278	0.24	2.94
Biography	3067	0.67	1954	1.71	0.39
New Nonfiction	2976	0.65	359	0.31	2.07
Spanish Children's Nonfiction	2766	0.6	980	0.86	0.71
Spanish Children's Easy Reader Fiction	2659	0.58	462	0.4	1.44
Large Print Mystery	2484	0.54	1220	1.07	0.51
DVD World Languages	2344	0.51	1328	1.16	0.44
Spanish Fiction	2105	0.46	1502	1.31	0.35
Blu-ray Fiction	2101	0.46	412	0.36	1.27
Science Fiction	2008	0.44	753	0.66	0.67
Children's Biography	1884	0.41	580	0.51	0.81
Spanish Nonfiction	1835	0.4	1157	1.01	0.4
Spanish Children's Board Book	1779	0.39	111	0.1	4.01
Children's Concept	1548	0.34	108	0.09	3.58
DVD Anime	1515	0.33	495	0.43	0.76
Spanish Children's Fiction	1373	0.3	435	0.38	0.79
Children's Audiobook Fiction	1159	0.25	489	0.43	0.59
New Biography	969	0.21	112	0.1	2.16
Audiobook Nonfiction	745	0.16	355	0.31	0.52
Graphic Nonfiction	622	0.14	123	0.11	1.26
Children's Music CD	529	0.12	247	0.22	0.54
Museum Pass	479	0.1	60	0.05	2

New Large Print Fiction	413	0.09	48	0.04	2.15
Large Print Western	409	0.09	336	0.29	0.3
Teen Nonfiction	404	0.09	272	0.24	0.37
Children's DVD Nonfiction	403	0.09	158	0.14	0.64
Laptop	376	0.08	21	0.02	4.47
New Science Fiction	362	0.08	39	0.03	2.32
New Large Print Mystery	309	0.07	38	0.03	2.03
Large Print Nonfiction	210	0.05	128	0.11	0.41
Audiobook Biography	187	0.04	60	0.05	0.78
Spanish Biography	182	0.04	158	0.14	0.29
Large Print Biography	161	0.04	58	0.05	0.69
Book Club Kit	145	0.03	60	0.05	0.6
Local Author	83	0.02	238	0.21	0.09
Spanish Children's Biography	68	0.01	69	0.06	0.25
Teen Biography	67	0.01	30	0.03	0.56
Chinese	63	0.01	49	0.04	0.32
Japanese	57	0.01	85	0.07	0.17
Spanish Graphic Fiction	40	0.01	42	0.04	0.24
Literacy	37	0.01	407	0.36	0.02
New Large Print Nonfiction	35	0.01	5	0	1.75
Vietnamese	32	0.01	53	0.05	0.15
Graphic Biography	26	0.01	7	0.01	0.93
Blu-ray Nonfiction	25	0.01	10	0.01	0.62
New Large Print Biography	20	0	3	0	1.67
Children's Easy Reader Nonfiction	19	0	2	0	2.37
Children's Easy Fiction	15	0	1	0	3.75
New Large Print Western	14	0	4	0	0.87
Korean	11	0	59	0.05	0.05
Children's Audiobook Nonfiction	8	0	2	0	1
Children's Blu-ray Fiction	8	0	1	0	2
Farsi	7	0	11	0.01	0.16
Toy and Game	3	0	24	0.02	0.03
Television Series	3	0	2	0	0.37
Equipment	2	0	73	0.06	0.01
Historical	0	0	1162	1.01	0
Audiovisual	0	0	115	0.1	0
Special Collections	0	0	11	0.01	0
Children's Audiobook Biography	0	0	2	0	0
Junior Fiction	0	0	1	0	0

RU-Adj	Turnover	% DOA	% No Circ 3 years	Collection Age	Circ Time
2.42	9.69	1.35	0.1	10	21
1.36	5.46	0.48	0.24	13	21
1.47	5.89	6.81	1.72	11	21
0.63	2.52	8.46	17.05	12	21
0.43	1.7	21.64	40.23	21	21
3.22	12.89	0.37	0	13	21
2.87	11.5	0	0.1	6	21
0.96	3.83	13.05	1.63	7	21
1.19	4.76	10.09	3.28	11	21
0.81	3.25	0	2.15	14	21
0.68	2.71	5.64	8.03	11	21
3.6	14.4	0	9.71	6	21
0.79	3.16	24.56	3.1	6	21
0.87	3.5	11.96	4.92	7	21
2.12	8.49	0.26	0	1	21
0.9	3.59	7.81	1.04	8	21
1.18	4.73	15.38	1.27	12	21
4.52	18.08	0	0.78	-1	21
0.39	1.56	2.44	13.17	17	21
0.53	2.1	13.41	8.55	10	21
1.06	4.23	3.85	0.8	13	21
0.48	1.93	4.6	7.98	11	21
2.94	11.76	0	0	1	21
0.39	1.57	11.25	21.9	11	21
2.07	8.29	0.4	0	1	21
0.71	2.82	10.61	0.92	11	21
1.44	5.76	0	0.22	9	21
0.51	2.04	5.26	8.2	12	21
0.44	1.77	10	14.83	15	21
0.35	1.4	23.61	21.3	8	21
1.27	5.1	0	0.97	9	21
0.67	2.67	0	6.77	14	21
0.81	3.25	28.85	4.31	8	21
0.4	1.59	7.89	33.88	12	21
4.01	16.03	0	1.8	4	21
3.58	14.33	0	0	13	21
0.76	3.06	0	9.09	15	21
0.79	3.16	31.82	0.92	7	21
0.59	2.37	42.86	9.41	12	21
2.16	8.65	0	0	1	21
0.52	2.1	25	6.76	14	21
1.26	5.06	10.26	0	5	21
0.54	2.14	N/A	25.1	16	21
2	7.98	0	0	2	21

2.15	8.6	0	0	1	21
0.3	1.22	16.67	12.5	15	21
0.37	1.49	55.56	7.35	5	21
0.64	2.55	N/A	3.8	16	21
4.47	17.9	N/A	42.86	10	21
2.32	9.28	0	0	1	21
2.03	8.13	0	0	0	21
0.41	1.64	0	16.41	15	21
0.78	3.12	0	1.67	7	21
0.29	1.15	5.56	27.22	11	21
0.69	2.78	0	5.17	16	21
0.6	2.42	8.33	0	8	21
0.09	0.35	72	44.96	9	21
0.25	0.99	14.29	18.84	13	21
0.56	2.23	25	3.33	6	21
0.32	1.29	N/A	34.69	24	21
0.17	0.67	N/A	28.24	24	21
0.24	0.95	N/A	40.48	9	21
0.02	0.09	N/A	95.09	32	21
1.75	7	0	0	0	21
0.15	0.6	N/A	41.51	20	21
0.93	3.71	40	0	3	21
0.62	2.5	0	0	9	21
1.67	6.67	0	0	1	21
2.37	9.5	0	0	25	21
3.75	15	0	0	7	21
0.87	3.5	0	0	0	21
0.05	0.19	100	49.15	21	21
1	4	N/A	0	11	21
2	8	N/A	0	2	21
0.16	0.64	N/A	0	28	21
0.03	0.13	N/A	8.33	10	21
0.37	1.5	N/A	0	7	21
0.01	0.03	N/A	97.26	17	21
0	0	100	99.57	64	21
0	0	N/A	100	26	21
0	0	N/A	100	37	21
0	0	N/A	0	10	21
0	0	0	0	-1	21

Critically Overstocked	equal to or less than .70
Overstocked	between .71 and 0.9
Balanced	between 0.9 and 1.11
Understocked	between 1.12 and 1.40
Critically Understocked	equal to or greater than 1.41

Adult Fiction	14.81
Adult Nonfiction	8.18
Adult Graphic Novels	2.15
Adult Large Print	1.73
Spanish Adult Fiction	0.47
Spanish Adult Nonfiction	0.44
<b>TOTAL ADULT PRINT</b>	<b>27.78</b>
Children's Board Books	2.94
Children's Easy Readers	6.69
Children's Picture Books	13.02
Children's Fiction	9.47
Children's Nonfiction	4.82
Children's Graphic Novels	5.19
Spanish Children's	3.09
<b>TOTAL CHILDREN'S PRINT</b>	<b>45.22</b>
Teen Fiction	2.11
Teen Graphic Novels	4.41
Teen Nonfiction	0.09
<b>TOTAL YA PRINT</b>	<b>6.61</b>
Adult DVDs	16.58
Children's DVDs	1.15
Adult Audiobooks	0.99
Children's Audiobooks	0.25
<b>TOTAL AV</b>	<b>18.97</b>

98.58





## STATISTICS REPORT

Monthly Library Board of Trustees Statistics 2023-2024		February	March	April
<b>CIRCULATION:</b>	Physical Materials (Books, media, museum passes, laptops)	39,671	43,811	43,144
	eMaterial (includes eBooks and eAudiobooks-OverDrive, CloudLibrary, Biblioboard,	8,337	8,758	8,743
	Total Circulation	48,008	52,569	51,887
	Holds Satisfied	2,268	2,312	2,198
<b>INTER-LIBRARY LOANS:</b>	ILLs Checked Out	9	3	3
	Link+ Items Borrowed (EPL patrons)	371	389	358
	Link+ Items Lent (to patrons at other libraries)	324	323	342
<b>POPULATION &amp; BORROWERS:</b>	Total Registered Borrowers	87,242	87,729	88,239
<b>REFERENCE QUESTIONS:</b>	Total Reference Transactions	5,664	6,110	6,122
<b>LIBRARY SERVICES:</b>	Public Service Hours	242	258	260
	Library Visits	22,573	25,474	22,899
<b>ELECTRONIC SERVICES:</b>	Users of Public Internet Computers	2,330	2,525	2,546
	Wireless Sessions	12,294	12,419	12,216
	Number of Website Visits	9,399	9,178	9,106
<b>VOLUNTEERS:</b>	Total Active Volunteers	106	106	108
	Total Volunteer Hours	901	675	1,099
<b>PROGRAMS:</b>	# of live, in-person programs	126	84	139
	Live, in-person attendance	2435	2444	2635
	# of live, virtual programs	0	0	0
	Live, virtual program attendance	0	0	0
	# of pre-recorded programs	0	0	0
	# of views of recorded program content	0	0	0
	# of live, off site programs (outreach)	494	381	666
	Live, off site program (outreach) attendance	130	90	146
	# of take home kits given out	80	80	80



**STRATEGIC PLAN GOALS & OBJECTIVES REPORT****#2 Embracing Emerging Services**

Goal Statement: EPL provides experiences that reveal the Library is more than a place for books and is the center for lifelong learning in Escondido.

Strategy	Objective	Timeline	Updates
<b>Educate residents about modern library services.</b>	Create understanding among residents that libraries are places to connect with the community, access exciting new technology, have fun, and enrich lives by leveraging social media and newsletter once a month.	FY 2023–2027	Since February 2024 <b>Facebook:</b> 2741 page views, 2592 post engagements, 57 new page likes <b>Instagram:</b> 206 posts, 2760 followers, 2200 “likes”
	Reach out to new community members by sending welcome newsletter. Gather email addresses during participation at four community events per year.	FY 2023–2027	Newsletters continue to be sent monthly.
<b>Raise awareness of EPL services.</b>	Leverage analytical data and strategic marketing channels to best reach users and nonusers with information about services. Identify three patron segmentation groups and launch a communication campaign.	FY 2024–2027	New marketing coordinator starting July 2024 to lead a communication campaign.
<b>Encourage reading.</b>	Adjust collection budget to meet specific community needs (bestsellers, eBooks) and shorten wait times by leveraging LibraryIQ analytics data.	FY 2023–2027	FY24-25 budget ready with changes. Major increase for Children’s collections and Spanish.
	Celebrate reading throughout the year by offering one reading challenge in addition to Summer Reading.	FY 2023–2027	Summer Reading Challenge begins June 17 and ends August 4, 2024.
	Provide personalized service by creating reading suggestion lists (available by request on website).	FY 2024–2027	Reading lists are being updated as staff learn about the new website. More information will be moved away from PDFs due to access issues.





	Improve offerings to Spanish speakers by reviewing Spanish language physical collection performance and making adjustments quarterly.	FY 2023–2027	FY24-25 budget increases Spanish collection budgets for children and adults. New Spanish periodicals, “Novelitas,” is being investigated.
<b>Support early literacy and education.</b>	Support parents as child’s first teachers by offering three parent education programs.	FY 2024–2027	Tours and “how to use the library” lessons for parents.
	Help prepare children for kindergarten by leveraging the 1000 Books Before Kindergarten program. Increase participation each year of plan.	FY 2025–2027	1000 Books Before Kindergarten is in place and accepting participants. We are looking to relaunch during the FY24-25 school year.
<b>Introduce innovative services.</b>	Increase availability of technology to boost digital literacy and bridge the digital divide. Identify and supply four technology/communication platforms.	FY 2025–2027	Due to state budget deficits, state-funded databases may be reduced. Staff is working to identify methods to replace them if necessary.
	Support adults and teens by providing four life skills programs (financial literacy, sewing and mending, etc.), affordable living classes (couponing, etc) annually.	FY 2025–2027	Adult: Homebuying workshop scheduled for June 2024.
<b>Provide access to new and existing technology</b>	Support tech adoption by providing one-on-one tech instruction two days each month, including help on how to download and stream content to personal devices.	FY 2026–2027	Working to identify local non-profit and community partners to provide technology instruction in the library.
	Support equity by providing laptops and Wi-Fi hotspots for circulation beyond Library buildings. Plan for some loss in annual budget, as would happen for print collection.	FY 2026–2027	Planned for inclusion in the FY25-26 collections budget.
<b>Offer services beyond Library walls.</b>	Increase impact by taking reading programs out into the community. Partner with one educational institution per year in order to promote reading in a meaningful and measurable way.	FY 2024–2027	Partnered with the San Diego Children’s Museum and Cal State San Marcos.
	Leverage efficiency by partnering with City Parks and Recreation to participate in four events.	FY 2023–2027	Library participating as a “stop” on the 2024 Parks Passport to encourage use of city parks and the library.





**Escondido  
Public Library**

239 South Kalmia Street,  
Escondido, CA 92025  
760.839.5440

[www.escondidolibrary.org](http://www.escondidolibrary.org)

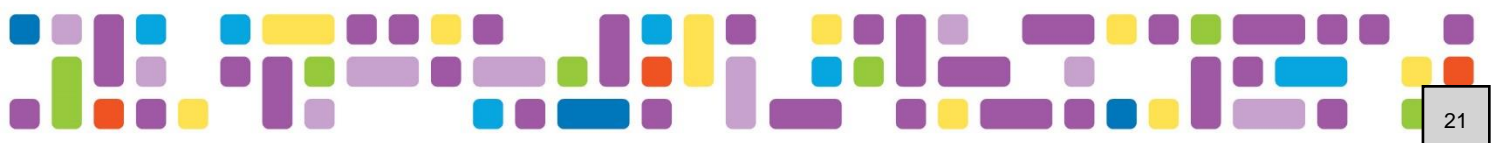
	Provide pickup of materials throughout the community to reduce travel distance for patrons. Pickup lockers can be located at parks and recreation sites, fire stations, etc. (Pending funding availability.)	FY 2024–2027	Vendors are being identified to aid in budgeting and grant-sourcing for purchase.
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## LIBRARY DIRECTOR'S REPORT

- **Library Policies:** The City Manager's office has requested a pause in updating library policies to allow staff time to review the existing policies and ensure a balanced approach in accordance with City priorities.
- **Library Renovation Project:** The project remains on schedule. The "Design Development" stage ends on June 28<sup>th</sup>. The following stage will be the production of "Construction Documents" between July 1 and September 30<sup>th</sup>.
- **Library Grants:** The library was awarded a **\$3,500 grant from the Bessie Minor Swift Foundation** to support the creation of a LEGO-based activity area in the children's room and for programs. Additionally, the library was tentatively awarded a **\$19,700 grant from the State Library**. These funds, provided through the Play for All Grant, aim to fund the enhancement of the toddler space in the children's room with new play elements, such as climbing structures, along with a city-funded match to purchase new furniture and mobile shelves for the area. The proposed space plan and key purchases are attached.
- **Staff:** The library will have a new Marketing Coordinator starting in July 2024. A Library Associate 2 position will be posted in the coming weeks.







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## ADULT SERVICES HIGHLIGHTS



### ***Job Readiness Workshop Series:***

#### **Resume Writing Skills**

Learn how to build professional and attention-grabbing resumes from San Diego Workforce Partnership in this three-part series. Master interviewing skills to land your dream job.



Registration required for all programs.  
Visit [www.escondidolibrary.org/register](http://www.escondidolibrary.org/register)



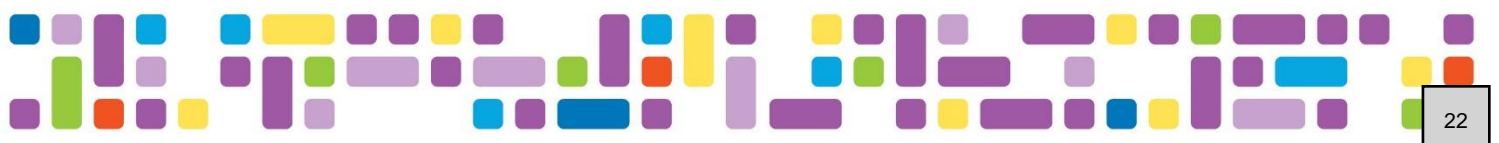
#### **2nd Saturday Concert: Lindsay White (May 11)**

To kick off the sunny month of May, the Library invited veteran 2nd Saturday performer Lindsay White to grace us with her charming and delightful original music. Lindsay's theme for this show was based on Shel Silverstein's critically acclaimed work, *A Light in the Attic*. All of her songs were based on poems found in the children's poetry book. **Forty (40)** patrons attended this event. Feedback was overall positive, and many people stated that they loved the theme of the show.

#### **Job Readiness Workshops (May 15, 22, and 29)**

In May, our workshops emerged as the most successful programs of the month. Kristi Zimsky from the San Diego Workforce Partnership expertly led all three sessions. This series offered patrons a comprehensive three-part program focused on enhancing their job-seeking skills. Participants received personalized feedback on their resumes, job interview tips, and opportunities to practice interviewing with a skilled career professional.

The Resume Writing Skills and Job Interview Preparation workshops saw a record combined attendance of **30 patrons**. The Resume Reviews & Mock Interviews workshop, held on May 29th, attracted over **50 participants**. Feedback from attendees was overwhelmingly positive, with many expressing appreciation for the individualized attention and invaluable advice provided by the instructor.





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## PIONEER ROOM HIGHLIGHTS

In May, the Pioneer Room hosted Girl Scout Troop 2700 for their Book Artist badge. Eight scouts learned about bookbinding techniques and created their own journals using the pamphlet stitch.

This month, we assisted **39 patrons** and hosted an outreach event for the juniors from Orange Glen High School, who visited the Library to learn more about the *Battle of San Pasqual* mural in the Main Library.

Pioneer Room staff gave **two tours** and added the Homer Heller Collection to our online archives. [Click here to see it.](#)

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## YOUTH SERVICES HIGHLIGHTS



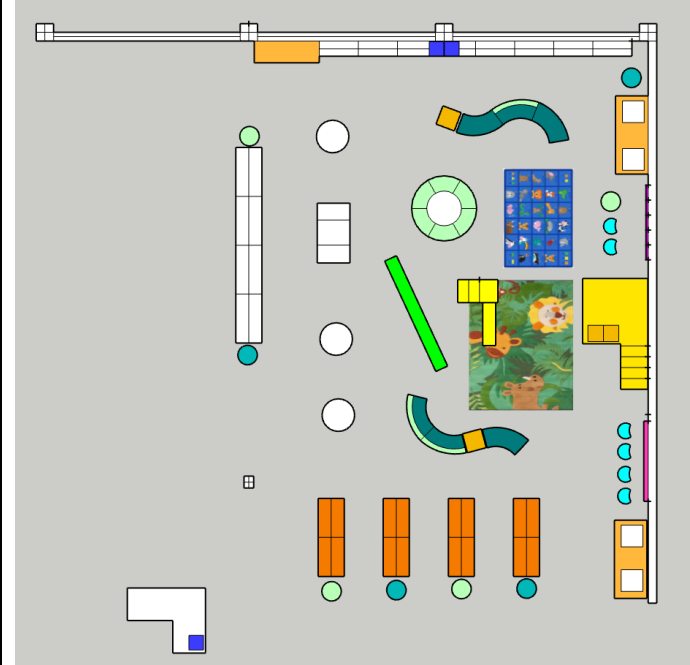
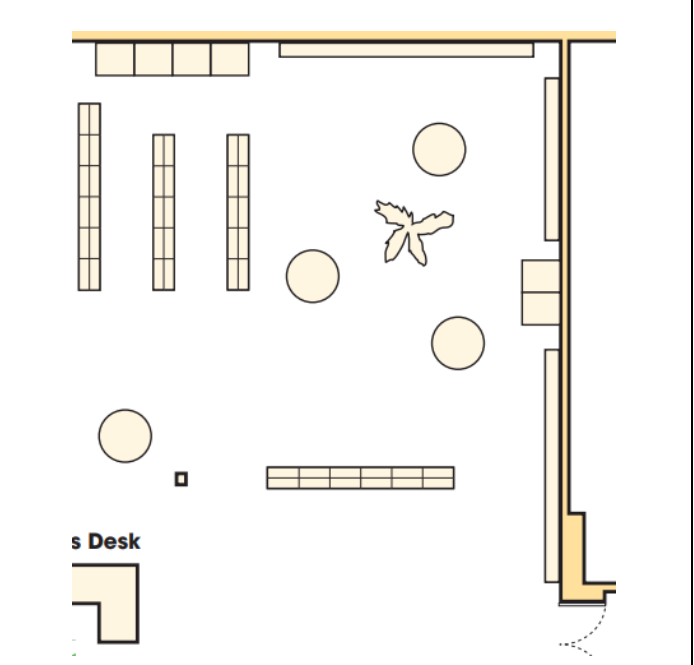
### Third Annual Star Wars Week

Monday, April 29, marked the start of our third annual Star Wars Week with the Build Your Own Droid event. Attendees built their own droids from upcycled materials donated by the community. We had **115 in attendance** for the program. Some built multiple and smaller droids, and some spent an hour and a half building intricate ones. Materials were taken home to continue the building fun.

The Star Wars celebration continued all week with special-themed storytimes and concluded with our big **May the Fourth/Star Wars Day/Free Comic Book Day Celebration** on Saturday, May 4. Participants received free comic books, made lightsaber bubble wands and several other crafts, and got to meet and take pictures with several Star Wars characters, including Darth Vader and Chewbacca. We had **250 in attendance** at the event. Overall participation for Star Wars Week was **814!**



ATTACHEMENT 1: SPACE PLAN & KEY PURCHASES

POTENTIAL LAYOUT	EXISTING SPACE LAYOUT
	
White elements represent existing furniture, fixtures, and equipment. Image to scale.	Image not to scale.

EXISTING SPACE PHOTOGRAPHS

	
Pre-school space with tables and AWE computer stations.	New children's books shelves and mural.



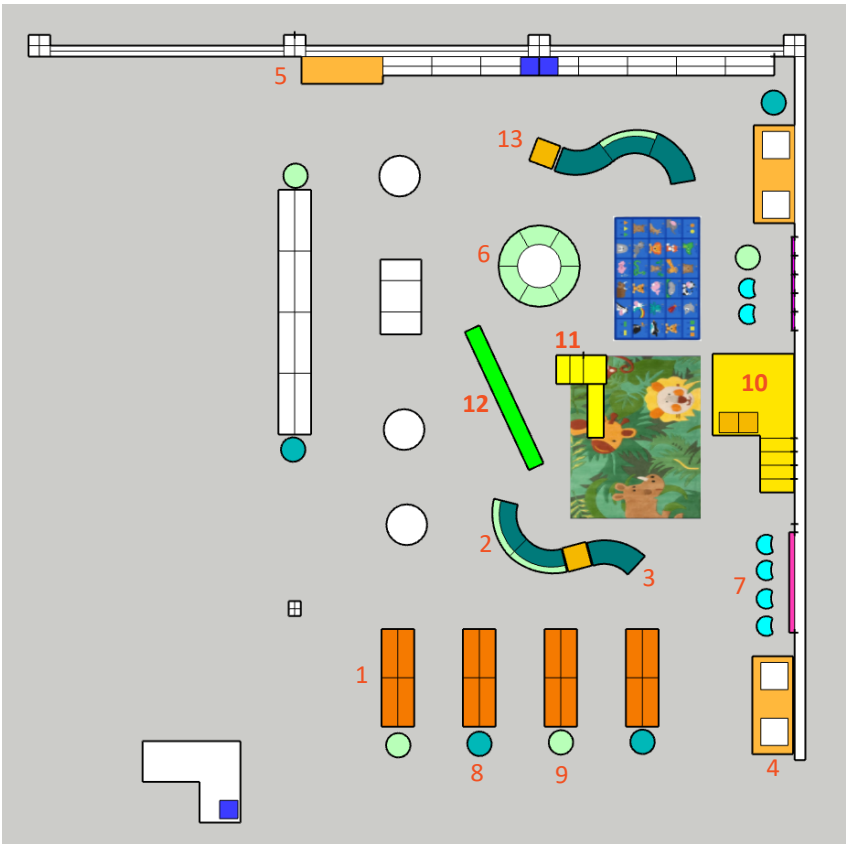


Pre-school space with tables and AWE computer stations.



AWE Stations and Mural

KEY PURCHASES: FURNITURE & CLIMBING STRUCTURES



- Mobile shelving x4
  - Soft Seating - S-Curve with back x3
  - Soft Seating - S-Curve without back x3
  - Floor Table (30" W x 60" L); 11-16" high
  - Table (20" D x 60" W x 26"-34" H)
  - S-Curve Set (Six 28" L x 13" W x 12" H)
  - Soft Seating Crescent Set (Seven 10" H)
  - Soft Seating Cylinder (Four 16" H)
  - Soft Seating Cylinder (Four 12" H)
  - Jonti-Craft® Tiny Tots Loft**
  - Jonti-Craft 63.96" W Indoor Wood Climber**
  - HABA Sit & Play Reading Snake**
  - Seating Cube w/ Tabletop x4
- Bold = Grant-Funded**




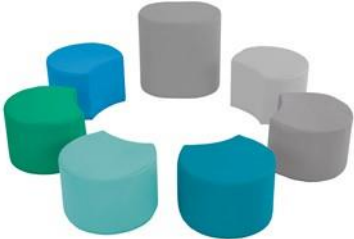


FURNITURE & CLIMBING STRUCTURES





	Vendor	Yamada Library Furniture
	Item	Mobile shelving includes two 42 x 36 x 24"D units (2 sections on a 72"L base).
	List Price	\$3,679
	Quantity	4
	Vendor	School Outfitters
	Item	Shapes Series II Structured Soft Seating - S-Curve (Price Group 1 Material)
	List Price	\$791.88
	Quantity	3
	Vendor	School Outfitters
	Item	Shapes Series II Modular Soft Seating - S-Curve - 18" H (Price Group 1 Material)
	List Price	\$515.88
	Quantity	3

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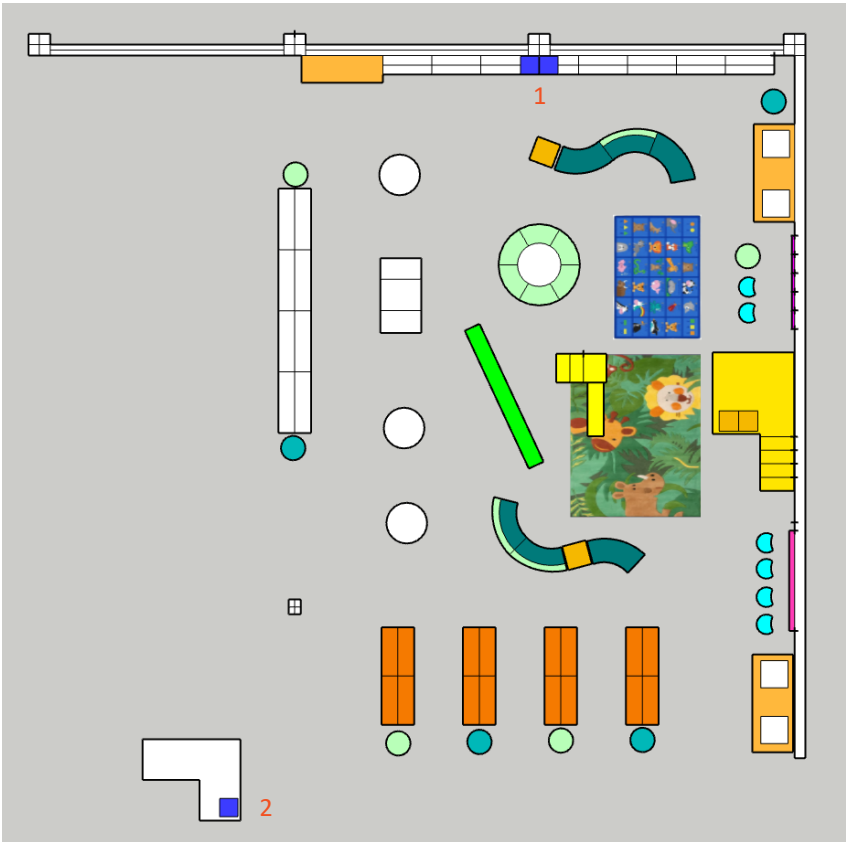
	Vendor	School Outfitters
	Item	Shapes Series Rectangle Classroom Floor Table (30" W x 60" L); 11-16" high
	List Price	\$289.88
	Quantity	2
	Vendor	School Outfitters
	Item	Vicro Text Series Table (20" D x 60" W x 26"-34" H)
	List Price	\$421.00
	Quantity	1
	Vendor	School Outfitters
	Item	Foam Soft Seating S-Curve Set (Six 28" L x 13" W x 12" H)
	List Price	\$405.88
	Quantity	1
	Vendor	School Outfitters
	Item	Foam Soft Seating Crescent Set (Seven 10" H)
	List Price	\$401.88
	Quantity	1



	Vendor	School Outfitters
	Item	Foam Soft Seating Set- Cylinder (Four 16" H x 18" W)
	List Price	\$395.88
	Quantity	1
	Vendor	School Outfitters
	Item	Foam Soft Seating Set- Cylinder (Four 12" H x 18" W)
	List Price	\$312.88
	Quantity	1
	Vendor	S&S Worldwide (also available from other vendors)
	Item	Foam Soft Seating Set- Cylinder (Four 12" H x 18" W)
	List Price	\$3,259.99
	Quantity	1
	Vendor	Wayfair (also available from other vendors)
	Item	Jonti-Craft® Jonti-Craft 63.96" W Indoor Wood Climber
	List Price	\$1,129.00
	Quantity	1

	Vendor	Little People's Cove
	Item	HABA Sit & Play Reading Snake
	List Price	\$1,624.92
	Quantity	1

TECHNOLOGY






- Playaway Launchpads x12**
  - AR Safari Tablets x5**

**Bold = Grant Funded**

Continued on next page.



	Vendor	Playaway
	Item	Launchpads (various)
	List Price	\$150.00-\$180.00
	Quantity	12
<p>Launchpads are available in a variety of subject areas and for different age groups. The goal of this purchase will be to offer a variety of Launchpads for toddlers through pre-K, all in preparation for kindergarten. The selection will be informed by community conversations and surveys.</p>		
	Vendor	Various
	Item	Lenovo Tab P11 Plus (1st Gen)
	List Price	\$229.00
	Quantity	5
	Vendor	EyeJack
	Item	EyeJack Creator Subscription - Artist
	List Price	\$120.00
	Quantity	1 – monthly subscription at \$10.00/month
<p>Using a simple interface, staff plan to create augmented reality (AR) animations and video connected to the existing safari mural that is found throughout the children’s space. These tablets will offer children without a phone or tablet the opportunity to explore and discover the “wildlife” in the Little Explorers Safari.</p>		