

September 6, 2024

To: Board of Trustees of Longview Library
From: Jacob Cole, Library Director
Subject: September 9, 2024 at 4:00 p.m. in person in the Longview City Council Chambers and via zoom

All members of the public are encouraged to listen in to the meeting and participate via a Moderator. For information about Zoom accessibility, please contact 360-442-5310.

Jacob Cole is inviting you to a Zoom webinar.

When: September 9, 2024 04:00 PM Pacific Time (US and Canada)

Topic: Longview Public Library Board of Trustees Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85968210045>

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City of Longview
Agenda



Longview Public Library Board of Trustees

Monday, September 9, 2024

4:00pm

2nd Floor, City Hall

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call – Introduction of Members & Guests**
- 4. Approval of Agenda**
- 5. Approval of August 12, 2024 Minutes**
Action: Approve/Amend minutes
- 6. Approval of Claims – Action Item**
Action: Approve/Disapprove
- 7. Surplus Materials – Action Item**
Action: Approve/Disapprove
- 8. Constituent Comments**
Limited to 3 minutes each
- 9. Chair and Board Reports**
- 10. Director's Report –**
Director's Report
Board Questions
- 11. Other Business –**
Digital Resource Demonstration – Linked In Learning
- 12. Next Meeting, **October 21, 2024 at 4:00 p.m.****
- 13. Executive Session (IF necessary)**
- 14. Adjournment**



City of Longview

Minutes



Longview Public Library Board of Trustees

Monday, August 12, 2024

4:00pm

2nd Floor, City Hall

1. **CALL TO ORDER**

Board Vice-Chair Dave Knoyle called the meeting to order at 4:00pm. A Quorum is present.

2. **PLEDGE OF ALLEGIANCE**

The flag salute was recited.

3. **ROLL CALL**

Present: Vice-Chair Dave Knoyle, Board Member Linda King, Board Member Paula Stepankowsky, Board Member Claire Pang, City Council Liaison Angie Wean, Library Director Jacob Cole, Library Administrative Assistant James Newkirk

Excused Absence: Chair Tina Smith

4. **APPROVAL OF AGENDA**

No Changes to the Agenda were made.

Action: Paula Stepankowsky motioned to approve the agenda as presented; Claire Pang seconded. The agenda was approved unanimously.

5. **APPROVAL OF JULY 8, 2024 MINUTES – Action Item**

Action: Claire Pang motioned to approve the minutes as presented; Paula Stepankowsky seconded. The minutes were approved unanimously as presented.

6. **APPROVAL OF CLAIMS – Action Item**

Discussion was held of the Claims Report.

Action: Claire Pang motioned to approve the Claims Report, Paula Stepankowsky seconded. The Claims Report was approved unanimously.

7. **SURPLUS MATERIALS – Action Item**

Action: Linda King motioned to approve the Surplus Materials Report; Claire Pang seconded. The Surplus Materials Report was approved unanimously.

8. CONSTITUENT COMMENTS

No constituent comments.

9. CHAIR AND BOARD REPORTS

Vice-Chair Dave Knoyle provided a report.

Board Member Linda King provided a report.

Board Member Paula Stepankowsky provided a report.

10. DIRECTOR'S REPORT

Director's Report –

Director Jacob Cole provided a report.

Board Questions –

The Board led a question-and-answer session with Library staff.

11. OTHER BUSINESS

Library staff gave a presentation of the digital service Reference USA by Data Axle.

12. NEXT REGULAR MEETING

MONDAY, SEPTEMBER 9, 2024 – 4:00 P.M.

October meeting date changed from October 14 to October 21.

13. EXECUTIVE SESSION

No Executive Session

14. ADJOURNMENT

The meeting was adjourned by Vice-Chair Dave Knoyle at 4:51pm.



City of Longview

Summary of Claims



Longview Public Library

Summary of Claims include the third claims period of July and the first claims periods of August. This report consists of six pages of records for the year 2024.

The attached claims have been audited, charged to the proper account, and are within budget appropriation.

Total Amount Paid: \$12,830.45

Dates Paid: 07/29/2024, and 08/12/2024,

Expenditure Accounts

GENERAL
LIBRARY

Account #	Description	Amount	Check #	Invoice	Line	Vendor
E 001.24.572.20.20.002	WEX COBRA Admin Fee - Library	7.00	51872	0001983794-IN	17	005788 WEX HEALTH, INC
E 001.24.572.20.31.091	YOUTH SERVICES BOOK CLUB (FRIENDS	79.43	51714	2038433108	1	224529 BAKER & TAYLOR BOOKS
E 001.24.572.20.31.092	SUMMER READING PRIZES (FOUNDATIO	483.41	51714	2038422931	1	224529 BAKER & TAYLOR BOOKS
E 001.24.572.20.31.092	LIB OF THINGS - SUPPLIES (FOUNDATIO	271.06	51753	7508501	1	213405 DEMCO INC
E 001.24.572.20.31.099	MOBILE LIBRARY SUPPLIES	33.13	51753	7505705	1	213405 DEMCO INC
Libraries	Total :	874.03				
E 001.24.589.90.00.095	TAXES	-24.11	51717	2161351	2	004633 BLACKSTONE PUBLISHING
Other Nonexpenditures	Total :	-24.11				
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51714	2038399095	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038399097	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51714	2038399101	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038397804	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038397808	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51714	2038397814	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038397820	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	4.97	51714	2038397822	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038397824	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51714	2038397828	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	16.16	51714	2038404290	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	3.73	51714	2038404296	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	11.19	51714	2038408934	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038408936	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038408940	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	7.46	51714	2038406107	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038406115	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038406117	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038406119	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038423594	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	3.73	51714	2038423608	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038423614	1	224529 BAKER & TAYLOR BOOKS

Expenditure Accounts

GENERAL
LIBRARY

Account #	Description	Amount	Check #	Invoice	Line	Vendor
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51714	2038423618	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51714	2038423624	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51714	2038423626	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	7.19	51714	2038380866	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	7.83	51714	2038399094	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	4.57	51714	2038399096	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	11.92	51714	2038399098	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	6.53	51714	2038399100	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	11.12	51714	2038397803	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	21.34	51714	2038397811	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	37.28	51714	2038397813	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	249.37	51714	2038397821	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	12.44	51714	2038397823	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	34.52	51714	2038397825	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	44.36	51714	2038397827	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	38.62	51714	2038397829	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	79.12	51714	2038404289	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	18.82	51714	2038404297	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	35.77	51714	2038404299	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	81.34	51714	2038408933	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	5.88	51714	2038408935	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	18.21	51714	2038408937	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	11.79	51714	2038408939	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	20.07	51714	2038408941	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	11.78	51714	2038406114	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	11.79	51714	2038406116	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	11.79	51714	2038406118	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	AUDIOBOOKS - CITY	321.78	51717	2161351	1 004633	BLACKSTONE PUBLISHING
E 001.24.594.72.64.011	BOOKS - CITY	121.90	51770	84652509	1 003330	GALE GROUP INC
E 001.24.594.72.64.011	BOOKS - CITY	137.47	51770	84662064	1 003330	GALE GROUP INC
E 001.24.594.72.64.011	BOOKS - CITY	31.12	51770	84674918	1 003330	GALE GROUP INC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	171.80	51810	505710140	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	144.27	51810	505749381	1 226280	MIDWEST TAPE LLC

Expenditure Accounts

GENERAL
LIBRARY

Account #	Description	Amount	Check #	Invoice	Line	Vendor
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	157.21	51810	505749383	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	177.49	51810	505780539	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	345.21	51810	505780690	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	78.48	51714	2038399083	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	18.83	51714	2038409431	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	20.08	51714	2038397801	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	8.73	51714	2038397805	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	27.65	51714	2038397807	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	42.34	51714	2038397809	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	35.12	51714	2038397815	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	118.32	51714	2038397817	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	21.57	51714	2038397819	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	18.83	51714	2038404283	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	20.72	51714	2038404285	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - MJO (FOUNDATION)	114.10	51714	2038404287	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	11.92	51714	2038404291	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	15.56	51714	2038404293	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	30.75	51714	2038404295	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	18.83	51714	2038408931	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	77.84	51714	2038427402	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	21.97	51714	2038427404	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	954.93	51714	2038406106	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	31.42	51714	2038406108	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - MJO (FOUNDATION)	40.18	51714	2038406110	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - MJO (FOUNDATION)	34.04	51714	2038406112	1 224529	BAKER & TAYLOR BOOKS

Capital Expenditures/Expenses

Total : 4,242.21

LIBRARY

Total : 5,092.13

Expenditure Accounts

GENERAL
LIBRARY

Account #	Description	Amount	Check #	Invoice	Line	Vendor
E 001.24.572.20.20.002	WEX COBRA Admin Fee - Library	7.00	52193	0002001125-IN	17	005788 WEX HEALTH, INC
E 001.24.572.20.31.004	Copier/Printers CNW - lib - jun2024	242.83	51976	INV2866051	10	005460 COPIERS NORTHWEST INC
E 001.24.572.20.41.092	KANOPY STREAMING SERVICE (FOUNDA	257.00	52062	410821 - PPU	1	005646 KANOPY INC
E 001.24.572.20.49.004	HOOPLA - MONTH ENDING 7/31/2024	3,422.16	52095	505842049	1	226280 MIDWEST TAPE LLC
Libraries	Total :	3,928.99				
E 001.24.589.90.00.095	TAXES	-11.30	51950	2163895	2	004633 BLACKSTONE PUBLISHING
Other Nonexpenditures	Total :	-11.30				
E 001.24.594.72.64.011	BOOKS - CITY	15.71	51944	2038423603	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	19.62	51944	2038423607	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	40.78	51944	2038423615	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	23.56	51944	2038423617	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	18.20	51944	2038423619	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	17.58	51944	2038423621	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	37.82	51944	2038423623	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	4.57	51944	2038428824	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	3.26	51944	2038428826	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	11.77	51944	2038432184	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	38.91	51944	2038432192	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	335.11	51944	2038432194	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	18.83	51944	2038432196	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	33.56	51944	2038432198	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOKS - CITY	22.91	51944	2038432200	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038428825	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038428827	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51944	2038432179	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038432181	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038432183	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51944	2038432185	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51944	2038432191	1	224529 BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	24.87	51944	2038432195	1	224529 BAKER & TAYLOR BOOKS

Expenditure Accounts

GENERAL
LIBRARY

Account #	Description	Amount	Check #	Invoice	Line	Vendor
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038432199	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51944	2038432201	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	8.70	51944	2038435157	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038435159	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038435161	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	7.46	51944	2038437857	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038437859	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	2.49	51944	2038437861	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038437863	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038437865	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038437867	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	8.70	51944	2038438228	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038438232	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	BOOK PROCESSING	1.24	51944	2038438234	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.011	AUDIOBOOKS - CITY	150.77	51950	2163895	1 004633	BLACKSTONE PUBLISHING
E 001.24.594.72.64.013	MEDIA - CITY - RECORDINGS	46.67	52095	505840978	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	618.25	52095	505805496	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	25.12	52095	505805497	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	251.22	52095	505805498	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	145.84	52095	505840974	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	294.99	52095	505840975	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.014	MEDIA - CITY - DVDS	230.16	52095	505840976	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	18.83	51944	2038423591	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	9.79	51944	2038423593	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	6.10	51944	2038423595	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	35.05	51944	2038423597	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	11.29	51944	2038423599	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	18.83	51944	2038423601	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - MJO (FOUNDATION)	30.07	51944	2038423605	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	34.49	51944	2038423609	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	33.16	51944	2038423611	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	37.69	51944	2038423613	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	11.78	51944	2038423625	1 224529	BAKER & TAYLOR BOOKS

Expenditure Accounts

GENERAL
LIBRARY

Account #	Description	Amount	Check #	Invoice	Line	Vendor
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	92.23	51944	2038448942	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	33.89	51944	2038432174	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - (FOUNDATION)	64.62	51944	2038432176	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - LP (FOUNDATION)	41.92	51944	2038432178	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	3.92	51944	2038432180	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	6.54	51944	2038432182	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	11.29	51944	2038432186	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	17.46	51944	2038432188	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - J (FOUNDATION)	20.29	51944	2038432190	1 224529	BAKER & TAYLOR BOOKS
E 001.24.594.72.64.092	BOOKS - LP (FOUNDATION)	85.58	52020	84713544	1 003330	GALE GROUP INC
E 001.24.594.72.64.092	BOOKS - LP (FOUNDATION)	31.99	52020	84720093	1 003330	GALE GROUP INC
E 001.24.594.72.64.092	BOOKS - LP (FOUNDATION)	31.99	52020	84723810	1 003330	GALE GROUP INC
E 001.24.594.72.64.092	MEDIA - DVDS - (FOUNDATION)	178.29	52095	505805499	1 226280	MIDWEST TAPE LLC
E 001.24.594.72.64.092	MEDIA - DVDS - (FOUNDATION)	470.03	52095	505840977	1 226280	MIDWEST TAPE LLC
Capital Expenditures/Expenses		Total :	3,820.63			
LIBRARY		Total :	7,738.32			



City of Longview



Surplus Materials Report

Longview Public Library

August 2024

Physical Materials:

- Physical materials added to the catalog: 839
- Physical materials withdrawn from catalog: 776

Net physical materials: 63

Digital Materials:

- Digital materials added to the catalog: 1688
- Digital materials withdrawn from the catalog: 2504

Net Digital Materials: -816



Longview Public Library

August 2024

Educating Minds

Accomplishments

- This was our first year partnering with the Columbia River Chamber Music Festival. They did two performances at the library as part of the festival. One on August 1, “Musical Calamities,” told true stories about famous composers, and one on August 2 combined music and narration to tell three short stories for children and families.
- Over the summer, the LCC Early Learning Center brought over their preschool group (about 17 kids) Tuesday mornings for a story time and open play. It was great to build that connection with them and have readalouds with such engaged children. Their last day at the library fell on their last day of preschool, and all of them were starting Kindergarten the next morning, so it was a special way to send them off.

Next Steps/Coming Soon

- September 19th the Cookbook Club will hold their meeting at Monticello Middle School at 6pm in their former Home Economics room so that participants can learn to make Indian Food.
- Our regular Story Times start up again on September 23!

Empowering People

Accomplishments

- We had 108 hours of volunteer help during the month of August.
- Notary services continue to be an in-demand service, with Jacob and Lisa notarizing 50 documents in August.

Next Steps/Coming Soon

- Library Card Sign Up Month is coming in September and we have a staff goal of signing up 280 new library cards! Last year we had 250 new cards in September.

Enrich Lives

Accomplishments

- Baby Shower – We held our second baby shower in August. Twenty-nine people attended. They each received a delightful book bag, a board book and information about early literacy, our story times and the importance of reading to your baby. We had different community members tabling at the event and they were able to give out important information for families. Different groups donated raffle prizes, and we had four families win those prizes. Cupcakes and punch were served.
- At Teen Bookapalooza we gave away 136 books to 17 teens – and still had some left over! All of the books we give away at this event are provided by Becky, who receives them free from publishers for review or consideration on award committees she sits on.
- Adventure Day, our partnership play day we held with Recreation, attracted 369 kids. We had a rock-climbing wall, an inflatable slide, an inflatable obstacle course, an inflatable bounce challenge, a craft, yard games, and the Shay Locomotive open for the four-hour event.

Next Steps/Coming Soon

- Our next baby shower will be held sometime in the spring.

Encourage Life-long Learning

Accomplishments

- We have pretty consistent groups of kids coming to the Little Kids, Kids, and Teen book clubs. With the new school year starting up we might see an uptick in participation as well. Participants frequently praise how much they love the Library's book clubs, and how important they are for socialization with peers and creating positive experiences with reading.
- Summer Reading ended August 10. In total we had 940 readers participate in the reading challenge. 300 finished the challenge by logging 30 or more days of reading. All together, readers logged 16,181 days of reading.
- Project Read now has three tutors and learners meeting, learning and working towards the learner goals.
- Goodwill offered a Financial Basics workshop on the 23rd.

Next Steps/Coming Soon

- The theme for Summer Reading for 2024 is "Color Our World." Our programming team has already started brainstorming ideas for events, activities, and incentives.
- Continuing to match tutors with learners and providing literacy resources.
- Continued collection development of the literacy collection.
- Goodwill will be offering a Credit workshop on September 24th.

Limiting Factors/Concerns

- Participation in the reading challenge dropped compared to 2023. We're going to work on better education for patrons on using Beanstack, such a demonstration video, to help ease some of the app fatigue we hear from patrons when it comes to signing up and logging reading. We want it to be something that is easy and fun to use.

Enhance Connection

Accomplishments

- Our Romance Book Club, *Read Romance. Fight the Patriarchy*, held a meeting in August where we discussed a romantic suspense book, *The Blonde Identity*. This was a take off from the Bourne Identity, so it was romance spy book. People really liked it, and we had a fun discussion. The group voted on a romance horror book for October.
- We tabled at the Cowlitz Tribal Health Walk. We donated a raffle prize and talked to 92 people about the library and the programs we offer.
- Our Rainbow Club hosted a Mad Hatter Tea Party in the Rose Garden. We had 45 youth and a few volunteers attend. They played games, won prizes and ate pizza. They were disappointed when we had to clean up because they were having such a good time.
- Jey, Holly and Lisa tabled at National Night Out. We gave away library swag and talked to 162 people about the library, the programs we offer, the upcoming mobile library and a lot about mobile printing.
- We tabled at the Back to School Fair at Youth and Family Link and at the Back to School Night at Lexington School. We were able to make connections with kids over a simple craft and share information about the Library.
- Sandra and 5 Outreach Volunteers provided 508 items over 215 visits to 70 patrons.
- Our new Rural Outreach staff member has already has 1 patron they have visited and taken materials to.

Next Steps/Coming Soon

- We will read, *Such Sharp Teeth* by Rachel Harrison for October.
- Disability Visibility Book Club's first meeting is September 19th.
- Rural Outreach staff, tabling at the Stella Historical Society's Remnants of the Past event, September 7th.
- Participating in the Kanopy Big Movie Watch "Pinball: The Man Who Saved the Game"

Internal Goals and Strategies

Recent Accomplishments

- We have created the fall brochure of upcoming events, view it here:
<https://www.longviewlibrary.org/951/2024-Fall-Events-Booklet>

- *Maple the Squirrel* made her debut to the “Woodland Friends” mascots of the library as part of Squirrel Festival.
- JH Kelly did a great job refurbishing the tubs in the Kids area of the Library.
- The Library Anniversary Committee met. A list of possible events, ideas, and action items were created.
- IT updated the Wireless Access Points, a part of the Wi-Fi system, providing better coverage and faster connectivity.
- At the city’s recent Staff Appreciation Day, a number of library staff members were presented with Years of Service Awards: Austin Brigden (5 years), Jennifer Jensen (20 years), Donita Sands (20 years), and Lisa Hedgpeth (20 years).

Next Steps/Coming Soon

- The Anniversary Committee will meet again in early November.
- *Louie the Bear* mascot will make his debut to the “Woodland Friends” group in December as the final member of our mascot troupe.

Limiting Factors/Concerns

- Several recent incidents in the restrooms have made it necessary for staff to check the restrooms on a regular basis. Jacob is investigating the cost of sensors that will detect vapors, distress, violence, and other behaviors in a restroom.
- There has been an increase in problems lately with inebriated or mentally ill patrons causing several trespasses to be issued.

One of the many books read into the Library for Summer Reading!



Squirrel Fest was great fun for the community, everyone loved the books, tours, and information we shared!



Maple the Squirrel made her debut to the “Woodland Friends” mascots of the library as part of Squirrel Festival, below are some of the graphics depicting Maple.



Bathtubs are back from JH Kelly!



Many staff awards! Donita, Jennifer, and Lisa (not pictured) - 20 years and Austin – 5 years.

