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APPROVED 6/22/2021
LIBRARY BOARD OF TRUSTEES MINUTES
May 25, 2021

ATTENDEES

Library Board Members: Chairperson Bonnie Rogers; Vice Chairperson Heather Martin Maier; Trustees Jill Harper, Kate Garrahan, Elizabeth Tattersall

Library Staff: Library Director Amy Dodson; Library Supervisors Julia Brown and Laura Treinen; Administrative Services Manager Veronica Hallam, Clerk to the Board

County Staff: Deputy District Attorney Cynthea Gregory

THE MEETING CONVENED AT 10:00 A.M.

1. PUBLIC COMMENTS.

Chairperson Bonnie Rogers asked for public comment.

There being no public comment, public comment was closed.

2. APPROVAL OF PROPOSED AGENDA.

MOTION/VOTE:

Trustee Elizabeth Tattersall made a motion to approve the agenda as presented. Trustee Jill Harper made a second and the motion carried unanimously with a 5-0 vote.

3. APPROVAL OF THE MINUTES OF THE APRIL 27, 2021 REGULAR MEETING.

The trustees identified some corrections that need to be made. Trustee Kate Garrahan noted that on agenda item 9 there was a motion to establish a policy and asked if the board needs to do that. Deputy District Attorney Cynthea Gregory stated that the board can make it a procedure and it is found in this meeting that it is a procedure and not a policy.

MOTION/VOTE:

Trustee Harper made a motion to approve the April 27, 2021 minutes as amended. Trustee Garrahan made a second and the motion carried unanimously with a 5-0 vote.

4. CONSENT CALENDAR.

a. Approval of Gift fund claims

- i. April 2021
- ii. May 2021

*Overdrive	Friends donated funds for Ebooks and Eaudio books	03701	\$ 119.99
*Center Point	Donated funds in memory of Helen Ruso – large print books	03706	\$ 61.47
*Petty Cash	Items for Children’s Storytime; ERC staff birthday	03711	\$ 20.50

*Funding/partial funding by Friends of the Library

MOTION/VOTE:

Trustee Harper made a motion to approve the consent calendar. Vice Chairperson Heather Martin Maier made a second and motion carried unanimously with a 5-0 vote.

5. DISCUSSION AND REVIEW OF BUDGET PERFORMANCE REPORT SUMMARY AND GIFT FUND SUMMARY. [Discussion]

a. 4/30/2021

Director Amy Dodson noted that there were some questions about some of the budget lines being over budget and she wanted to explain. Referring to the budget performance report, she stated that some of the encumbrances are from purchase orders and that is what makes it look over budget but it is not. She noted that she moved some funds from salary savings into budget lines she knew needed help which was processing and cataloging. Those were severely under budget due to the budget cuts. She stated that she is working on making sure the purchase orders are correct so that they carry us over to the next fiscal year. Chairperson Rogers commented that professional services budget was approved by the commissioners last week and soon that line won’t show as a deficit. Director Dodson explained that the library is not over budget by \$25,000 in library material and that it shows that the library has spent \$101,000 out of \$122,000. The reason it shows a negative amount is because of the encumbrances for purchase orders and other encumbrances. Once the encumbrances are cleared the amounts will be more accurate.

6. DISCUSSION AND POSSIBLE ACTION ON THE LIBRARY'S LONG RANGE PLAN. DISCUSSION TOPICS MAY INCLUDE OBJECTIVES OF THE PLANNING PROCESS AND NEXT STEPS IN THE DEVELOPMENT OF THE PLAN. [Action]

Chairperson Rogers commented that "A Library Board's Practical Guide to Strategic Planning" manual that was included in the packet was very helpful. Director Dodson stated that there will be four consultants that will be presenting at the strategic plan meeting on June 8th. Two are local and two are not.

7. DISCUSSION AND POSSIBLE ACTION TO ADOPT SCHEDULE OF BOARD MEETING DATES, TIMES AND LOCATIONS FOR JULY-NOVEMBER, 2021. [Action]

Referring to the proposed schedule included in the packets, Director Dodson indicated that she included the meeting dates that the board approved at the end of last year with the proposed dates moving forward which still fall on the fourth Tuesday of every month. Trustee Garrahan noted that she will not be at the August meeting and Chairperson Rogers stated that she might not either.

MOTION/VOTE:

Trustee Harper made a motion to approve the schedule. Trustee Garrahan made a second and the motion carried unanimously with a 5-0 vote.

8. DISCUSSION AND POSSIBLE ACTION ON THE PROPOSED PURCHASE OF REMOTE BOOK LOCKER(S) TO PROVIDE BETTER SERVICE AND MORE OPTIONS FOR THE PUBLIC TO PICK UP LIBRARY MATERIALS ON HOLD. DISCUSSION MAY INCLUDE POTENTIAL LOCATION(S) FOR BOOK LOCKER(S), AND SELECTION OF A VENDOR. [Action]

Director Dodson noted that Trustee Tattersall requested this item be on the agenda. A few months ago the board voted to revisit the purchasing of book lockers after the library opened to full capacity. Trustee Tattersall stated that the board should look at book lockers for the Tahoe branch rather than Minden because they are less critical down here. Director Dodson commented that the quotes have expired but will not change much with the new quotes. Trustee Garrahan noted that the library needs to know the yearly cost so the board knows what to budget for each year for those costs since it's not a one-time cost. Director Dodson commented that the Carson library is having some trouble with their D-Tech brand book lockers due to them being part of the coop. Library Supervisor Julia Brown added that the Carson library can't make changes in Polaris with blocks on accounts which is causing the technical issues with the book lockers. They are also having some issues with the weather but that is based on where the lockers are placed. If they are in the lobby those issues won't happen. Overall the issues Carson is having with the book lockers, this library would not have. Director Dodson recommended Bibliotheca and getting two towers at both libraries and believes this will be a good option for people in the valley. She noted that what the library would pay up front are the towers but the software licenses and maintenance for the book lockers the library would not pay for until after

the one year warranty which would be funded in the 22/23 fiscal year. The book lockers themselves would come out of the Adjusted Opening Fund Balance which is just over \$300,000 and in the next fiscal year the library will have at least \$200,000 more on top of that so the library is looking at over \$500,000 available for projects this next fiscal year. Carpeting and shelving would come out of that budget. Chairperson Rogers stated that it is not prudent to purchase the book lockers now. Referring to the book locker quote, she commented that she would like to see \$55,000 put into opening the Tahoe branch. Director Dodson noted that the positions at Tahoe have already been approved and as soon as they get filled the library can expand the hours at Tahoe. Trustee Harper stated that she thinks having the book lockers is a good idea considering this is a town that is open so late and it gives people the opportunity to get books and return books at their leisure and that this is one more way of expanding the library. Vice Chairperson Martin Maier commented that a case could be made either way, it is very important and it would help a lot of people who work late. On the other hand with competing projects, competing priorities where does it fall in that. She stated that rather than guessing if people would use the lockers the library should ask the patrons to get a pulse check on whether it would be valuable to them and if they would use them. There are a number of ways that can be done survey wise. Statistically the library doesn't need to get a lot of responses to know if patrons will use the book lockers. She commented that she would feel more comfortable getting more information from the market itself before making a multi-year commitment. Trustee Tattersall commented that that makes a lot of sense to ask the patrons and Trustee Garrahan stated that she thinks the library will find in these surveys that patrons would like to see the lockers in remote locations throughout the county rather than at the branch. Chairperson Rogers asked if there is consideration for tabling this and not taking action on this today.

MOTION/VOTE:

Trustee Tattersall made a motion that the library conducts a patron survey to see how much interest there is in the use of book lockers looking at both branches and other remote locations within the county.

Director Dodson wanted the board to be aware that the lockers need power, high speed internet and shelter and not all places have that. The Community Center has all of that and have welcomed having the book lockers at that location.

Vice Chairperson Martin Maier made a second on the motion to conduct a survey of the library's patrons that would allow the library to differentiate between Tahoe and the main branch in Minden and the library would design the survey to allow the library to tabulate that way, and consider including information about remote locations.

Chairperson Rogers stated that when the library does the survey the introduction should include how to use the book locker because if the library just asks patrons if they would use the locker they need to know how to use it.

There being no further discussion, Chairperson Rogers asked if all were in favor. All were in favor and the motion carried unanimously with a 5-0 vote.

9. DISCUSSION AND POSSIBLE ACTION TO APPROVE GRANT APPLICATIONS FOR THE FOLLOWING: [Action]

- a. LSTA (Library Services and Technology Act) Evolving Needs Statewide Grant (State Library) for \$9,000**
- b. ALA COVID Library Relief Grant (American Library Assoc.) for \$40,000**

Chairperson Rogers asked where is ALA getting their money because only members pay dues and Director Dodson stated that she believes it is a foundation that is funding the grant but she will check for certainty. She noted that in the packets she provided the board with some information from the state library that lists the grant opportunities that are upcoming. The library doesn't know everything about the American Rescue Act funds but Amy noted that the funds are coming soon. She stated that the COVID funds are for technology, materials, salaries, remote lockers, cleaning supplies, almost anything related to COVID. Very broad opportunity. Chairperson Rogers commented that that may be a good way to pay for the book lockers.

MOTION/VOTE:

There being no further discussion, Trustee Garrahan made a motion to approve the two grants. Trustee Harper made a second and the motion carried unanimously with a 5-0 vote.

10. DISCUSSION AND POSSIBLE APPROVAL, OR APPROVAL WITH MODIFICATIONS, OF REVISIONS TO UPDATE THE LIBRARY POLICIES OR NEW POLICIES, AS LISTED BELOW. POLICY REVISIONS ARE NEEDED TO ACCURATELY REFLECT CURRENT TECHNOLOGY, FACILITIES, AND PROFESSIONAL PRACTICES. THE FOLLOWING POLICIES WILL BE REVIEWED AND DISCUSSED: [Action]

- a. Confidentiality of Library Records Policy**
- b. Reading History Retention Policy**
- c. Unattended Children Policy**
- d. Work Week & Holidays Policy**

Director Dodson stated that policies a. through d. were discussed at the last meeting. Modifications were made and the final version of those policies were included in the packets. Trustee Tattersall suggested the board approve a. through d. all at once since they have looked at them before.

MOTION/VOTE:

Trustee Tattersall made a motion to approve the Confidentiality of Library Records Policy, the Reading History Retention Policy, the Unattended Children Policy and the Work Week & Holidays Policy. Trustee Garrahan made a second.

Chairperson Rogers noted a change she wanted to the Unattended Children Policy.

Trustee Tattersall amended her motion to include the change. Trustee Garrahan made a second.

Referring to the Work Week & Holidays Policy, Chairperson Rogers questioned why the libraries would close at 2:00 PM on the day before Christmas Eve and New Year's Eve if the libraries are closed on those days. She noted that the policy that was put in place said that the library would close at 2:00 PM the day before the actual holiday not the day before the eve of the holiday. Christmas Eve and New Year's Eve are not holidays. Director Dodson explained that if the library is closed on the eve of a holiday then that would be considered a holiday because it is a Library holiday or a County holiday and the intention was to close at 2:00 PM the day before the library is closed. Staff has the option to make up this time when the library closes early which is required by the employee association contract, or they can use their own leave time. Chairperson Rogers noted that she does not agree with this and thinks that it should not be put into a policy. She stated that she is okay with the library closing early the day before a holiday but not the day before the eve of a holiday. Director Dodson explained that the library would only close early the day before the eve of a holiday only if the eve of a holiday falls on a Sunday for example, the library would close early on Saturday. Chairperson Rogers wanted to know if this falls within the contract and she was told it does as long as staff make up their time somewhere else within that same pay period. She asked how the library would know that staff made up that time and Director Dodson stated that the library would know based on timesheets and schedules. Chairperson Rogers wanted in the minutes that she didn't appreciate Director Dodson's tone and that she was asking valid questions and expects them to be answered respectfully. She commented that she has concerns about that statement in the policy.

Chairperson Rogers stated that the board had a motion and asked if all were in favor.

Trustee Tattersall reiterated that the motion was to handle those four policies with the one change in the Unattended Children Policy. Trustee Garrahan made second with the change to the one.

Vice Chairperson Martin Maier wanted clarification because Chairperson Rogers stated that she has concerns about this and wondered if the board was going to do a follow up and set this aside for consideration, or is the board just making note that Chairperson Rogers has concerns but moving forward to approve it. Chairperson Rogers stated that the board could do it either way but she thinks it could be pulled out of the motion and reviewed to see how viable it is and if it complies with all of county policies. The library is setting a precedent that the library is closed on more days than it should be closed.

Chairperson Rogers asked if all were in favor of the motion. There were three ayes from the board from Trustees Tattersall, Harper and Garrahan. Vice Chairperson Martin Maier did not vote. There was still some confusion.

Trustee Garrahan reiterated that the motion is to approve the four policies with the change in the Unattended Children Policy. Chairperson Rogers stated that if the board approves the motion they are approving the time off on the days before Christmas Eve and New Year's Eve. Trustee Garrahan asked Deputy District Attorney Gregory if that was within county policy as long as staff is given the opportunity to make up their time or take leave and Deputy District Attorney Gregory answered that she also had concerns so she reached out to Amy and HR. She noted that the DCEA contract calls out the holidays and so it would be inconsistent with the rest of the county but HR said that as long as staff is able to make up the time it doesn't violate the contract.

Chairperson Rogers asked for all those opposed to the motion. One vote opposed by Chairperson Rogers. The motion was not unanimous, the motion fails.

AMENDED MOTION/VOTE:

Trustee Tattersall amends the motion to only approve Confidentiality of Library Records, Reading History Retention and Unattended Children with the corrections to the Unattended Children Policy. Trustee Garrahan made a second and the motion carried unanimously with a 5-0 vote.

The board discussed further on the Work Week & Holidays Policy. The majority of the discussion was repetitive of what was discussed earlier. It was determined by the board that because this circumstance with the library being closed on Christmas Eve and New Year's Eve and therefore closing at 2:00 PM the day before didn't happen every year, the last sentence will be taken out of the policy and on the year that this particular circumstance falls in the board can discuss it then.

MOTION/VOTE:

Trustee Garrahan made a motion to approve the Work Week and Holidays Policy with the removal of the last sentence. Trustee Harper made a second and the motion carried unanimously with a 5-0 vote.

e. Weeding Policy

Library Supervisor Laura Treinen stated that the library has been doing weeding but there wasn't an established policy. The new policy was presented here. The trustees identified some corrections that need to be made.

MOTION/VOTE:

Trustee Tattersall made a motion to approve the Weeding Policy with the minor corrections. Trustee Garrahan made a second and the motion carried unanimously with a 5-0 vote.

11. DISCUSSION AND POSSIBLE ACTION ON ORGANIZING A TOUR OF THE MINDEN LIBRARY FOR MEMBERS OF THE DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS. [Action]

Trustee Tattersall noted that this was her idea and when the board met with the commissioners they seemed very out of touch with what happens at the library. It would be a good idea for the board to invite the commissioners to the library so they can see what takes place. Deputy District Attorney Gregory explained that inviting all the commissioners at once to the library would not violate OML if the library sets it up as a notice but it's a notice of a tour and the library invites the public too. The notice is posted like in OML with no action. It's just putting people on notice. Trustee Garrahan asked if there is a reason why one of the commissioners isn't assigned to the library board and Deputy District Attorney Gregory was not sure but said it is not required by NRS or code. Trustee Garrahan stated that that might be something to mention to the commissioners during the tour, that the board would like to have a point of contact. Chairperson Rogers suggested having something going on in the library, a program, when the

commissioners come for the tour. Director Dodson commented that the tour would be good during summer reading when the library has a lot going on. Trustee Garrahan noted that the bookmobile should be available as well during the tour. Director Dodson will bring back some dates at the next meeting and the board can decide then.

MOTION/VOTE:

Chairperson Rogers made a motion to table and bring back at the next meeting. Trustee Harper made a second and the motion carried unanimously with a 5-0 vote.

12. LIBRARY DIRECTOR'S MONTHLY REPORT ON LIBRARY OPERATIONS AND STATISTICAL REPORTS FROM STAFF. [Discussion]

The monthly report and statistical reports are attached and made a part of these minutes.

13. CLOSING PUBLIC COMMENTS.

Chairperson Rogers asked for public comment.

There being no public comment, public comment was closed.

THE MEETING ADJOURNED AT 11:08 A.M.

Director's Monthly Report – May 2021

➤ **Library Operations**

- Usage of the curbside pick-up service is decreasing. Patrons continue to give us positive feedback.
- Visits to the Minden Library, Lake Tahoe Library, and the bookmobile are increasing steadily every week.

➤ **Library Staff**

- A staff meeting was held on May 14. We reviewed various library services and procedures.
- A part-time Library Page has been hired. Corona McAfee starts work on May 24. One Library Page position is still vacant, but will be available July 1.
- Laura Treinen and Julia Brown attended the Supervisory Management training offered by Douglas County.

➤ **Library Programs**

- Bookmobile stops have increased and the visitations are increasing as well. We have greeted at least 100 patrons in the past 7-10 days.
- The Director and staff are working on a long-term fiber optic internet connectivity project. Working with the Douglas County School District IT department and Douglas County IT administrators, future broadband improvements throughout the County are being discussed as part of a newly-formed Broadband Action Committee. As part of the discussions, the NV System of Higher Education (NSHE) reached out to the library about connecting the Minden Library to existing fiber optic cables. This would potentially provide the library with free and improved internet service. This could potentially be a wonderful opportunity for the library.

➤ **Library Administration**

- The Library and the Douglas County HR Department have opened applications for volunteers. The HR department now manages and oversees the volunteer program; the library will continue to schedule and train library volunteers. The online application for new and returning volunteers is now available at <https://www.governmentjobs.com/careers/douglasconv/transferjobs>.
- Chairperson Rogers and I attended the first meeting with Moss Adams and county administration to discuss the upcoming Organizational Review. They plan to start working with the staff and library board within the next 2-3 weeks, and will have the review completed by August. They will be contacting Library Trustees and staff individually.

DOUGLAS COUNTY PUBLIC LIBRARY

Statistical Report

FY 2019-2020

	Fiscal Year-to-Date				March 2020				April 2020			
Circulation	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total
Items Checked Out/Renewed	111,684	5,788	1,087	118,559	12,352	525	245	13,122	-	-	-	-
eCheckouts				23,510				2,969				3,937
New Cards Issued	1,057	112	156	1,325	95	2	9	106	31	1	-	32
Patrons	25,173	3,121	155	28,417	25,142	3,120	155	28,417	25,173	3,121	155	28,449
Library Visits	47,824	8,309	1,903	58,036			107	107	-	-	-	-
Bookmobile Stops				74				6				-
Inventory	110,456	28,815	1,657	140,864	110,392	28,815	1,657	140,864	110,456	28,815	1,657	140,928
Interlibrary Loans Requested	386	18	-	404	8	2	-	10	-	-	-	-
Interlibrary Loans Loaned	224	25	-	249	15	1	-	16	-	-	-	-
Homebound Patrons	20	-	-	20	12	-	-	12	-	-	-	-
Homebound Checkouts	1,186	-	-	1,186	72	-	-	72	-	-	-	-
Database Sessions				38,219				2,265				3,010
Services	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total
Meeting Room Use	265	28	-	293	6	-	-	6				-
Meeting Room Attendance	3,180	297	-	3,477	72	-	-	72	-			-
Kids' Programs	210	68	-	278	8	2	-	10				-
Kids' Program Attendance	2,999	520	-	3,519	80	-	-	80				-
Teen Programs	52	-	-	52	1	-	-	1				-
Teen Program Attendance	180	-	-	180	4	-	-	4				-
Adult Programs	24	10	-	34	4	2	-	6				-
Adult Program Attendance	421	28	-	449	12	3	-	15				-
Total Programs	286	78	-	364	13	4	-	17	-	-	-	-
Total Program Attendance	3,600	548	-	4,148	96	3	-	99	-	-	-	-
Outreach	54	-	-	54	2	-	-	2				-
Mobile Device Assistance	1,173	15	-	1,188	50	-	-	50				-
Public Computer Use	6,084	586	-	6,670	244	19	-	263				-
ADA-pc Use	89	22	-	111	-	-	-	-				-
Wireless Use	23,280	1,384	-	24,664	1,406	62	-	1,468				-
Volunteers	112	1	4	117				-				-
Volunteer Hours	1,671	5	29	1,705				-				-

Statistical Report FY 2020-2021												
	Fiscal Year-to-Date				March 2021				April 2021			
Circulation	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total
Items Checked Out/Renewed	94,360	5,647	38	100,045	11,747	518	12	12,277	9,980	524	19	10,523
eCheckouts	31,865				2,837				3,192			
New Cards Issued	396	46	-	442	47	4	-	51	48	5	-	53
Patrons	25,606	3,177	155	28,938	25,562	3,172	155	28,889	25,606	3,177	155	28,938
Library Visits	19,018	2,834	34	21,886	2,649	68	13	2,730	2,542	164	16	2,722
Curbside Service Pick-ups	4,939	53	-	4,992	392	2	-	394	287	1	-	288
Bookmobile Stops	22							9				9
Inventory	103,205	29,746	1,770	134,721	103,144	29,677	1,772	134,593	103,205	29,746	1,770	134,721
Interlibrary Loans Requested	440	4	-	444	98	1	-	99	38	1	-	39
Interlibrary Loans Loaned	329	53	-	382	39	9	-	48	26	2	-	28
Homebound Patrons		-	-	-				-				-
Homebound Checkouts	-	-	-	-				-				-
Database Sessions	42,629				3,811				2,418			
Services	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total	Minden	Tahoe	Bkmobile	Total
Meeting Room Use	-	-	-	-				-				-
Meeting Room Attendance	-	-	-	-	-			-	-			-
Kids' Programs	-	-	-	-				-				-
Kids' Program Attendance	-	-	-	-				-				-
Teen Programs	20	-	-	20	5			5	5			5
Teen Program Attendance	111	-	-	111	32			32	23			23
Adult Programs	-	-	-	-				-				-
Adult Program Attendance	-	-	-	-				-				-
Total Programs	20	-	-	20	5	-	-	5	5	-	-	5
Total Program Attendance	111	-	-	111	32	-	-	32	23	-	-	23
Outreach	-	-	-	-				-				-
Mobile Device Assistance	-	-	-	-								
Public Computer Use	-	-	-	-				-				-
ADA-pc Use	-	-	-	-				-				-
Wireless Use	4,718	945	-	5,663	504	62	-	566	556	81	-	637
Volunteers	-	-	-	-				-				-
Volunteer Hours	-	-	-	-				-				-

Circulation by Collection

April 2021

Collection	Location	
	Minden	Lake Tahoe
Adult Audiobook	624	14
Adult Biography	114	2
Adult CD Non-Fiction	25	0
Adult DVD	822	43
Adult Fiction	2816	153
Adult Launchpad	4	0
Adult Magazines	0	1
Adult Music	54	14
Adult Non-Fiction	1093	46
Adult Spanish	1	0
Children's Audiobook	95	26
Children's Biography	32	3
Children's DVD	292	11
Children's Fiction	580	57
Children's Launchpad	16	0
Children's Music	11	0
Children's Non-Fiction	671	42
Children's Oversize	6	0
Children's Spanish	11	0
Easy Reader	306	12
Equipment	5	0
Exam Books	1	0
Large Print	820	12
Mobile Devices	0	0
Nevada	15	9
Picture Books	1213	72
Video Games	13	0
Young Adult	196	7
Graphic Novels	143	0
Young Adult Launchpad	1	0

Hoopla

eAudiobook	706	Movie	82
Adult Non-Fiction	145	Adult Non-Fiction	16
Adult Fiction	455	Adult Fiction	57
Juv Non-Fiction	4	Juv Non-Fiction	0
Juv Fiction	102	Juv Fiction	9
eBook	309	Television	126
Adult Non-Fiction	60	Adult Non-Fiction	30
Adult Fiction	216	Adult Fiction	94
Juv Non-Fiction	9	Juv Non-Fiction	0
Juv Fiction	24	Juv Fiction	2
Comics	40	Music	73
Adult Non-Fiction	1	Adult	57
Adult Fiction	23	Juv	16
Juv Non-Fiction	1		
Juv Fiction	15	Total Circulation	1,336

Overdrive/Libby

eAudiobook	453
eBook	405
Adult	759
Juv	69
Young Adult	30
Total Circulation	858