

2026 Midyear Work Session



SPANISHFORK
LIBRARY

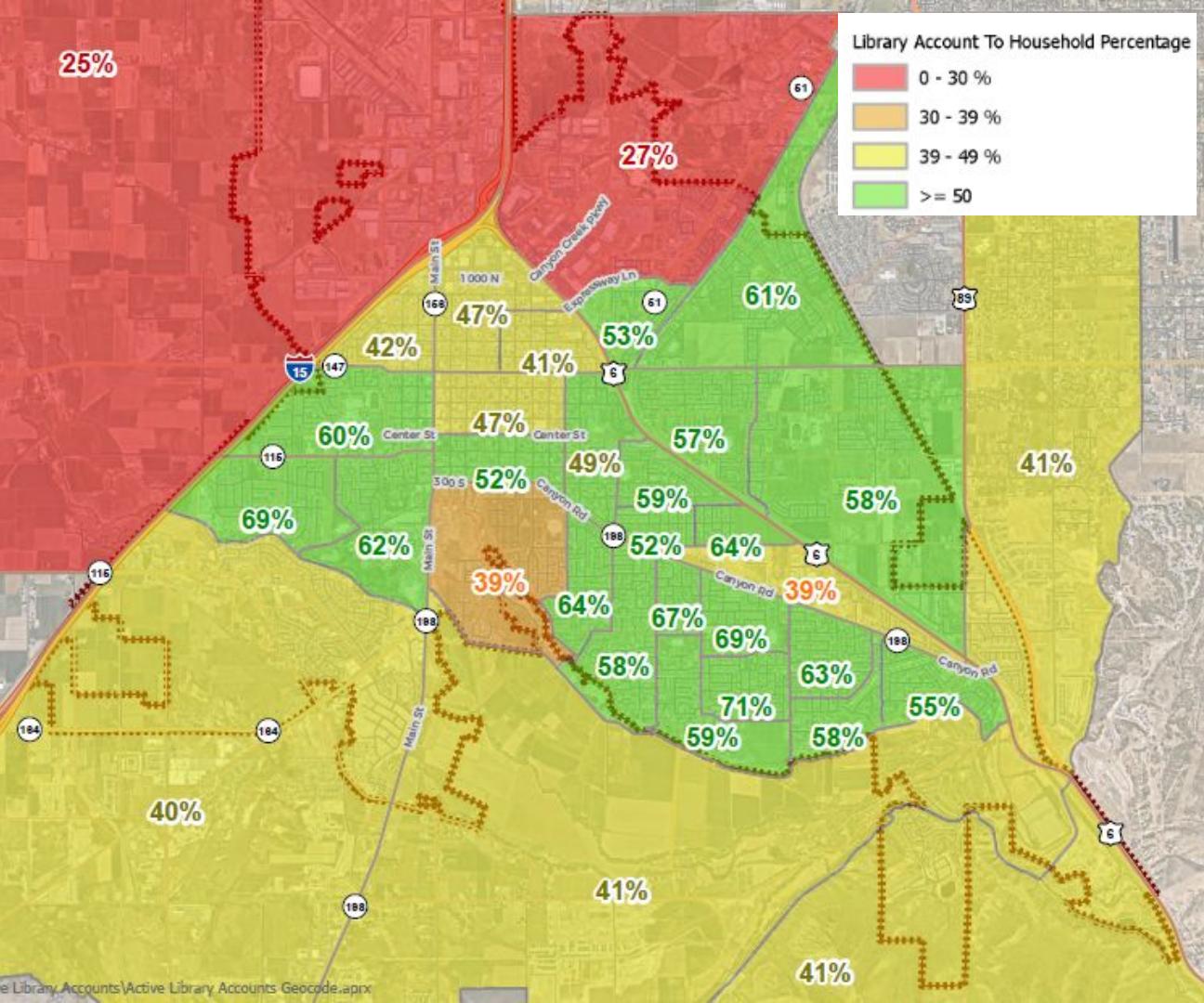
What have we accomplished?



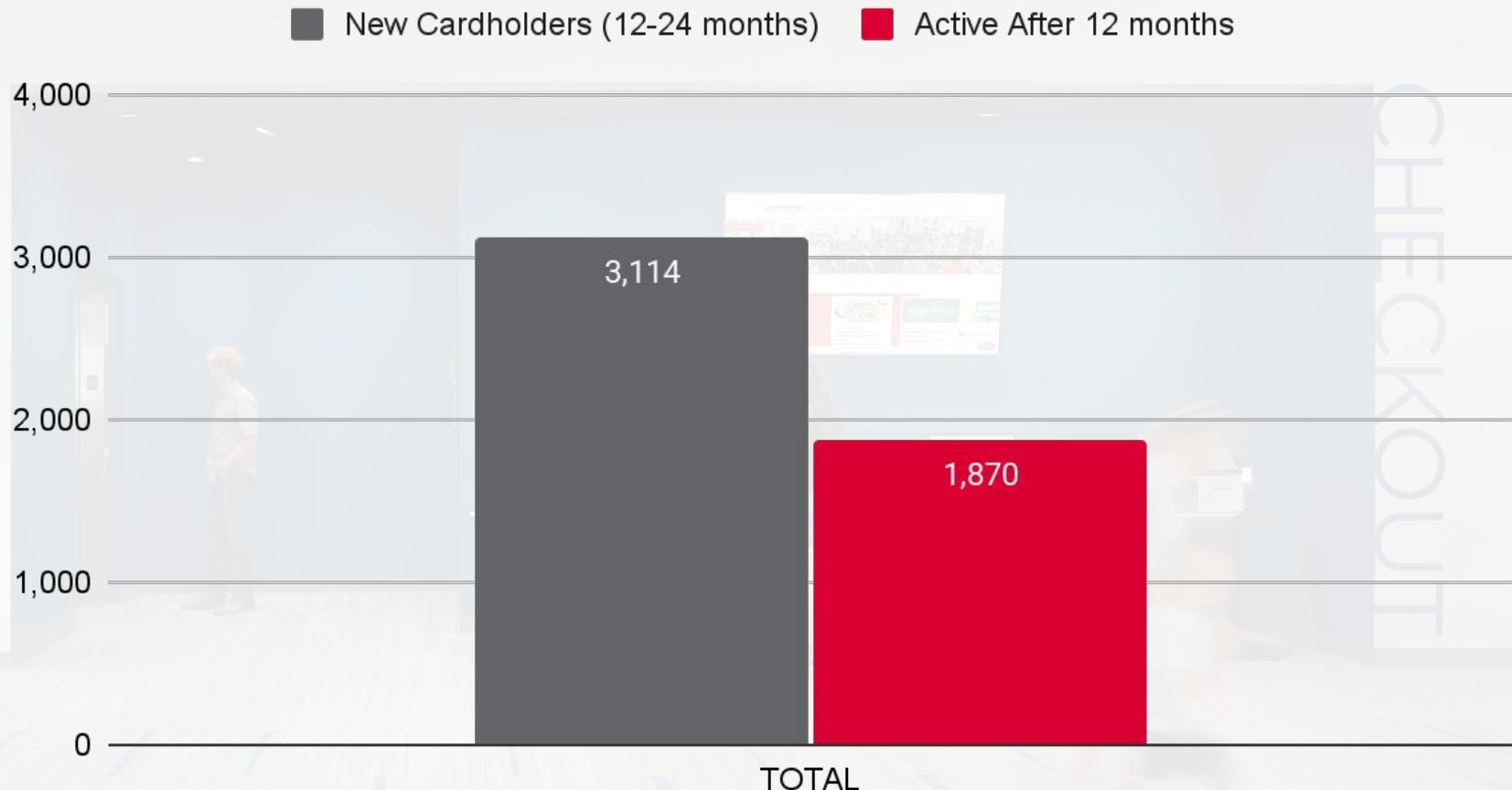
SPANISH FORK
LIBRARY

% of Households w/ Active Account

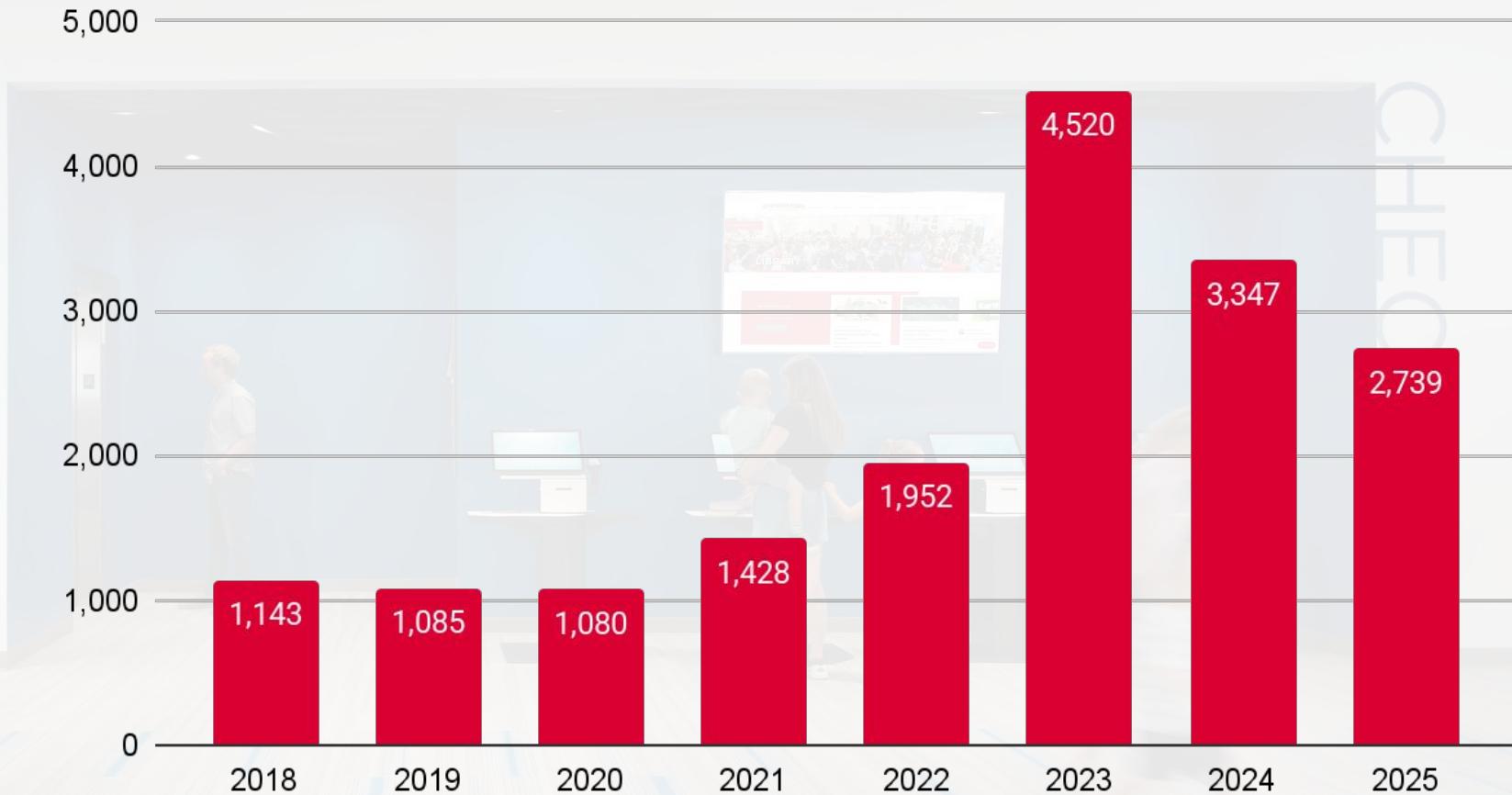
52% of households have an account library account



New User Retention



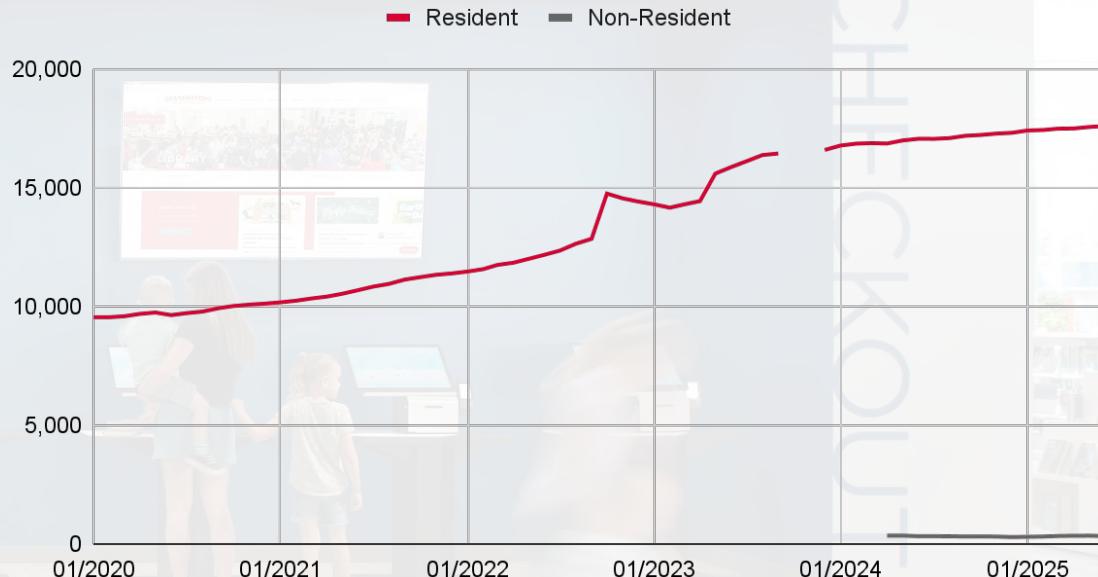
New Accounts per Year



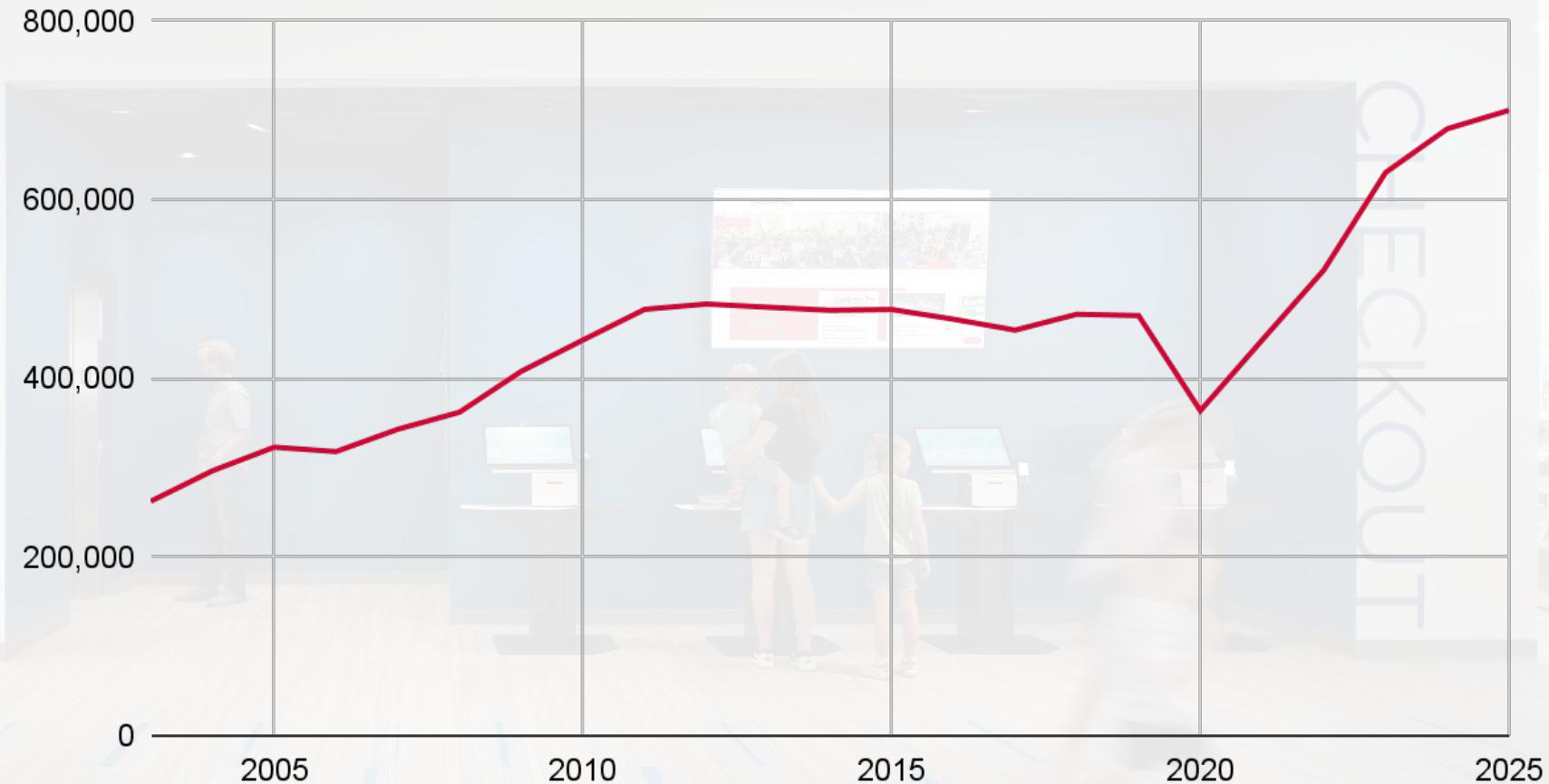
Total Library Accounts

- 17,873 residents
- 294 non residents
 - Current NR Fee: \$120/year
 - Actual Cost: \$176/household
 - Less Bond: \$121/household

Active Library Accounts



Total Circulation



Total Libby Users by Year

6000

4000

2000

0

2018

2019

2020

2021

2022

2023

2024

2025

1654

2034

2060

2317

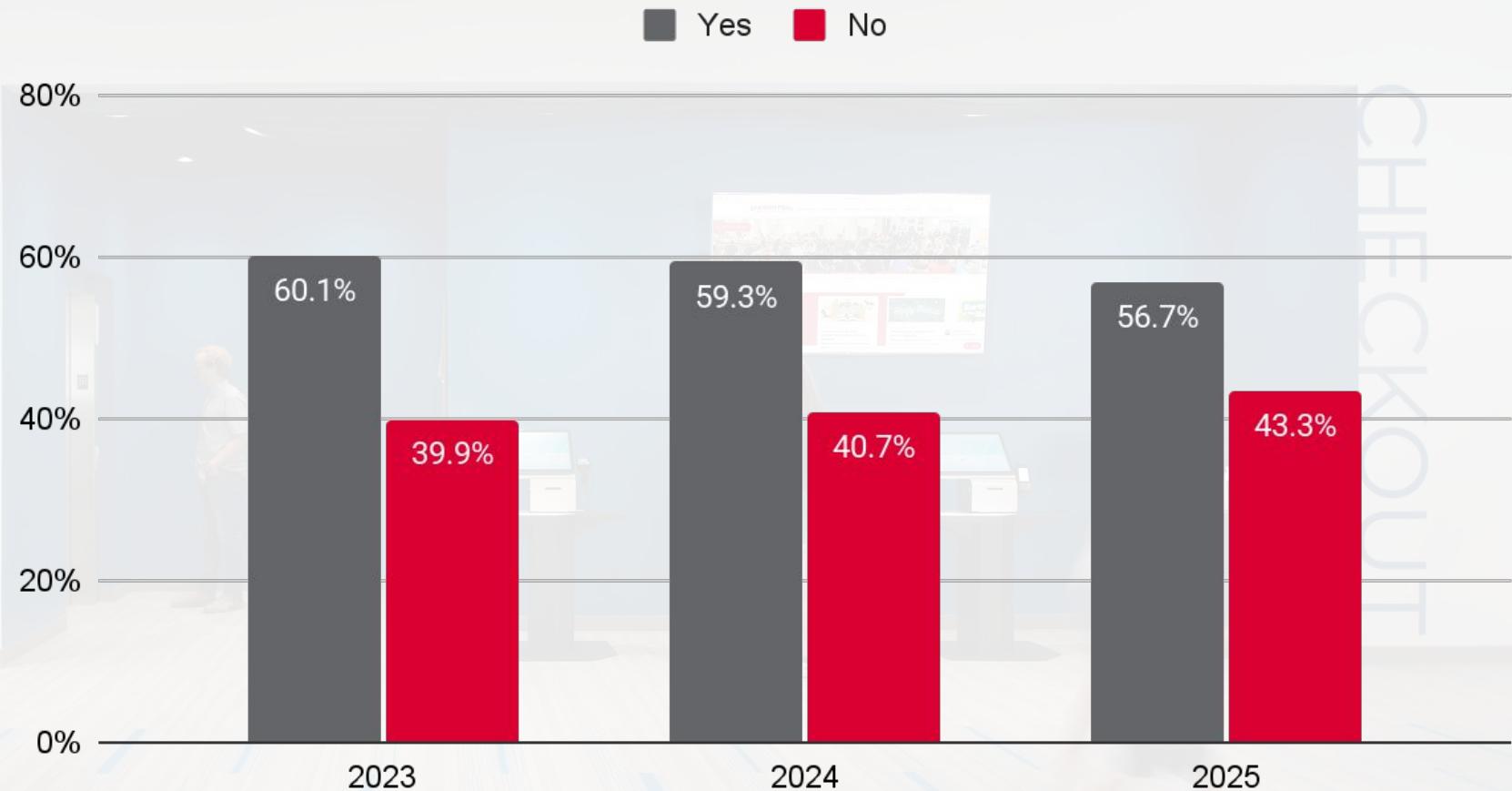
2897

3940

4810

5321

Libby Users Who Also Checkout Physical Items



Waived outstanding balances older than 5 years

Resident Status	Number of Accounts	Fines Waived	Avg. Fines Waived per Account
Maybe	99	\$1,186	\$12
No	1814	\$65,073	\$36
Yes	551	\$7,659	\$14
Total	2464	\$73,917	\$30



Hey there! We couldn't help but notice that you haven't used your library card in a while. We understand, life can be busy. We just want to encourage you to come back and use the invaluable library resources that are available to you.

GOT FINES?

Are fines keeping you from coming back? No worries! We're happy to let you know that we've waived any outstanding balance on your account that was older than 5 years. This is just one way that we're making it easier for you to use the library again.

WHAT'S NEW?



“We want you back” email campaign





Spanish Fork Library

October 31, 2025 · 4

Good news — Our Fall Food for Fines has been extended through November 26!
Bring in non-perishable food items and get up to \$20 in library fines waived. Every donation helps
support Tabitha's Way and feed our community.



FOOD FOR FINES
EXTENDED

NOW THROUGH NOVEMBER 26TH

Donate food to earn money towards your fines and fees, up to \$20 per account.

\$4/ea	4lb bag of sugar, 4-pack of toilet paper & cooking oil
\$3/ea	5lb bag of flour, 26oz canister of salt, tomato products & canned meats
\$2/ea	Dry pasta, 6-pack of ramen & 1lb bags of rice
\$1/ea	All other non-perishable food items

Please, no items past 2 years from the expiration date. Only applies to existing fines and fees.

SPANISH FORK LIBRARY **TABITHA'S WAY LOCAL FOOD PANTRY**

Food for Fines

June, October-November:
\$381.24 waived

Over 200 donations to
Tabitha's Way

Your Library Card Is Ready

It's been a little while, so we wanted to remind you that you had previously signed up for a library card but have not picked it up. It's no biggie—stop in anytime to grab it and unlock books, movies, video games, digital resources, and programs galore. We'd love to see you! Just a quick heads-up: if a card isn't picked up within 30 days, the account will be deleted, but you're always welcome to sign up again.

WHAT'S NEW?



Our Largest Collection Ever

Since moving to the new library, our collection continues to grow and includes more than 80,000 items! We definitely have something for everyone.



eBooks & eAudiobooks

Do you prefer to listen to a book or read it on your device? Our ebook platform, Libby, has access to nearly 150,000 titles, and is available for [Android](#), [Apple](#), and [Kindle](#).



Library of Things

We also now offer a variety of new items, including board games, puzzles, DVD and BluRay players, digital radon kits, telescopes, projectors, and more!



Video Games

Our growing collection of video games includes more than 300 titles for Nintendo Switch, Switch 2, X-Box, and Playstation 5. We also have Nintendo Switch consoles that can be checked out.



Programs & Events

Our library offers a wide variety of daily programs for all ages, from storytimes and youth activities to adults and adult



Study Rooms

The library offers six reservable rooms, including four study rooms and two conference rooms, ideal for studying, meetings, and small group collaboration.



Memory Lab

Our Memory Lab provides tools like scanners, a VCR, and camcorders to help you convert old photos, videos, and other media into digital formats for long-term preservation.

Reading Programs

Reading programs encourage readers of all ages to explore new books, build strong reading habits, and earn fun rewards along the way.



Email Marketing Potential

Programs & Events

Account Updates

Services

Closures

Library Strategic Plan



SPANISH FORK
LIBRARY

Strategic Plan

Facilities

Collections

Services

Programs

Technology

Other

Facilities

Objective: Increase number of paid room reservations

Goal: **Promote** use of reservable spaces through **social media, email marketing, and in-house ads**

Collections

Objective: Increase circulation of underused materials

Goal: **Promote** periodicals, A/V, and online databases through **social media, email marketing, and in-house ads.**

Services

Objectives: Increase use of library programs and services

Goal: Use **email marketing** for targeted campaigns related to library services and programs

Other

Objectives: Increase library access through revised policies and procedures

Goal: **Communicate** policy changes and their impacts to patrons who benefit

Communication

Social Media

Website

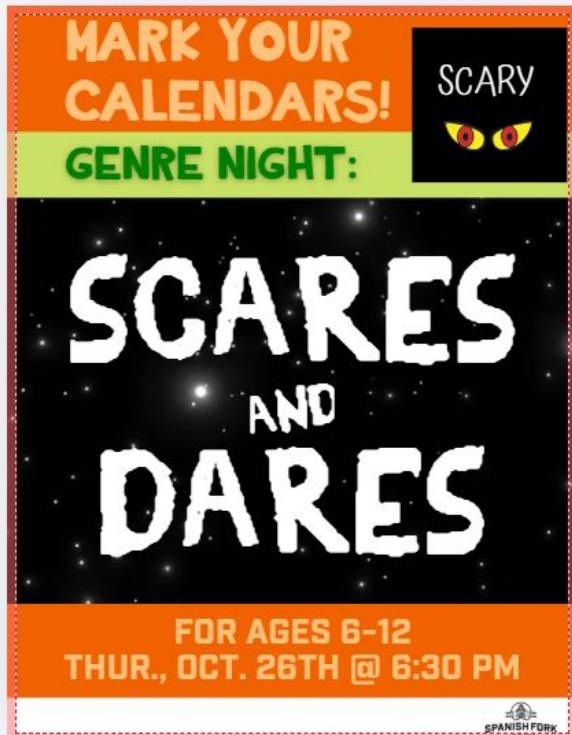
Newsletters

Calendar

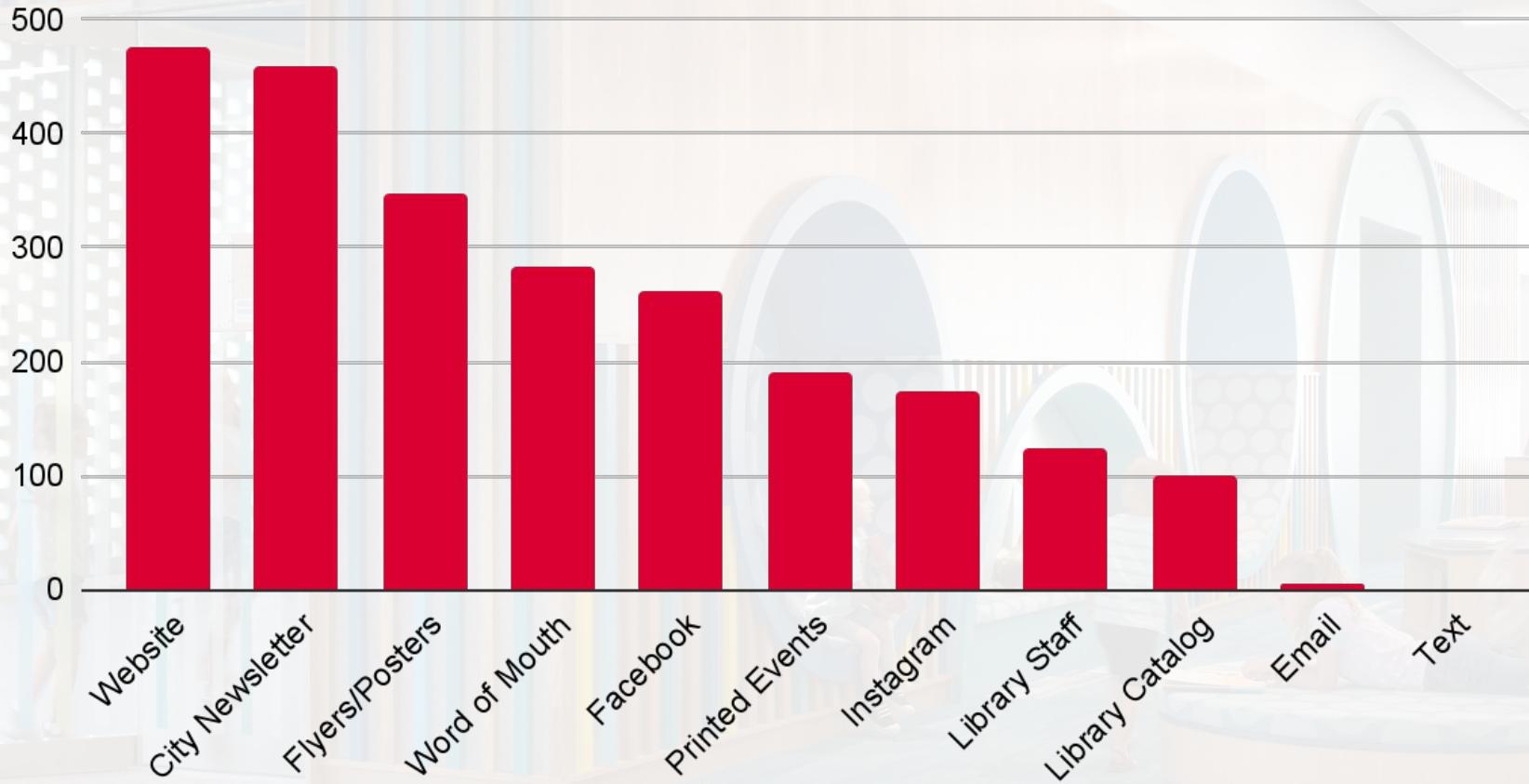
Posters

Displays

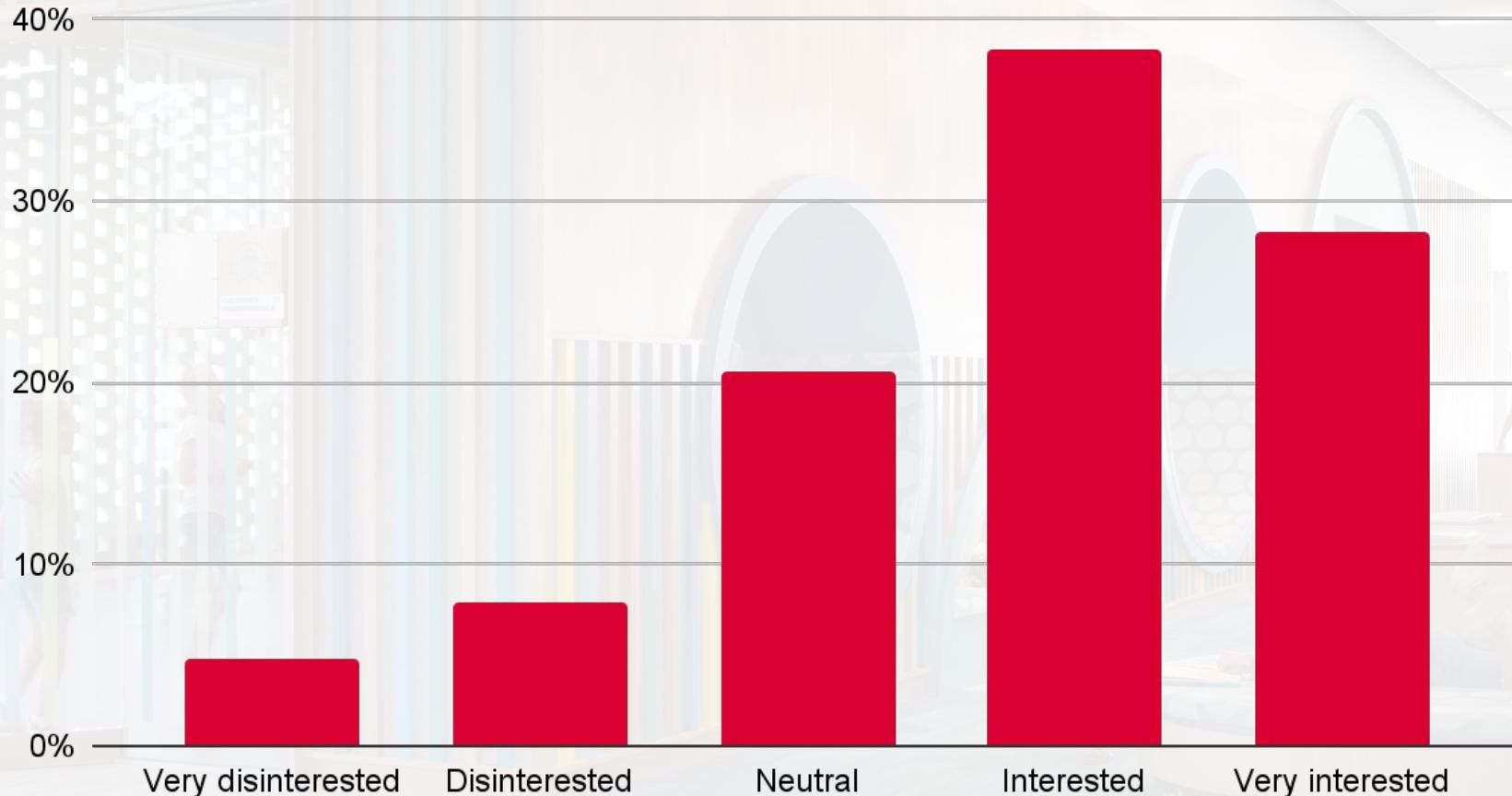
Emails



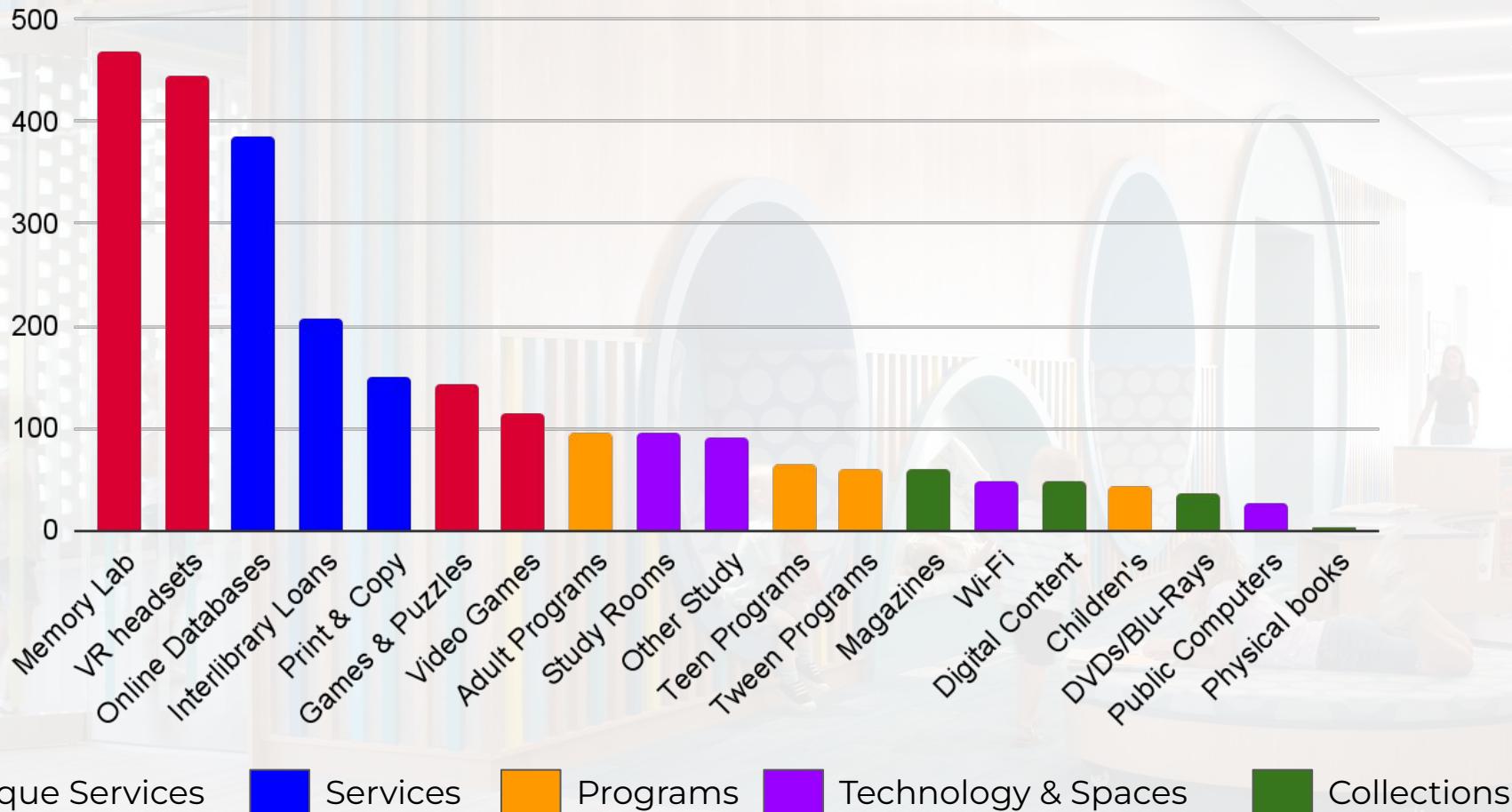
How do you find out about library news, events, or programs?



Interest in receiving a Library newsletter



I didn't know about the following library services



The Compounding Challenge

7 x 14 x ? =

Mediums

Employees

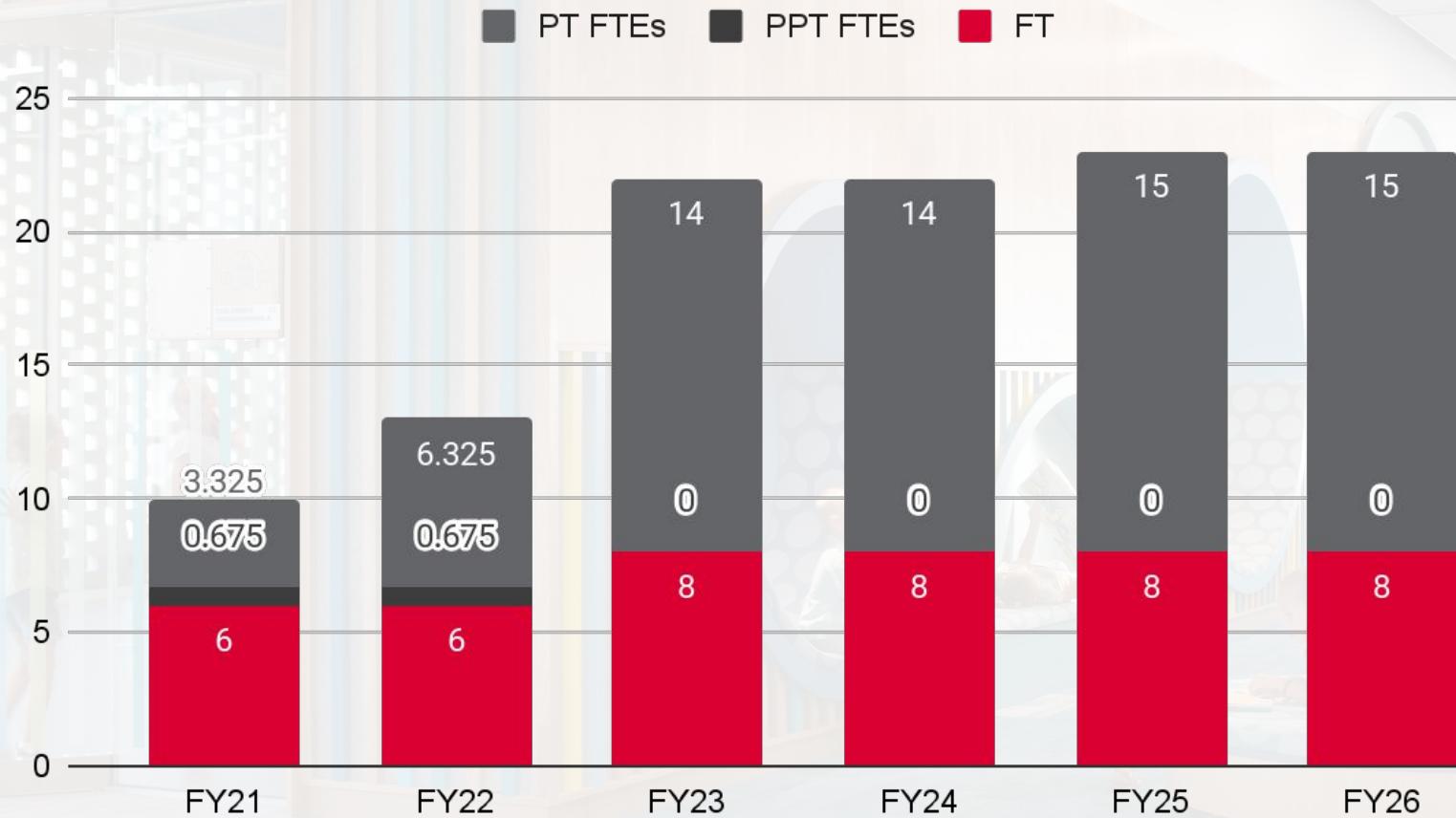
Skill



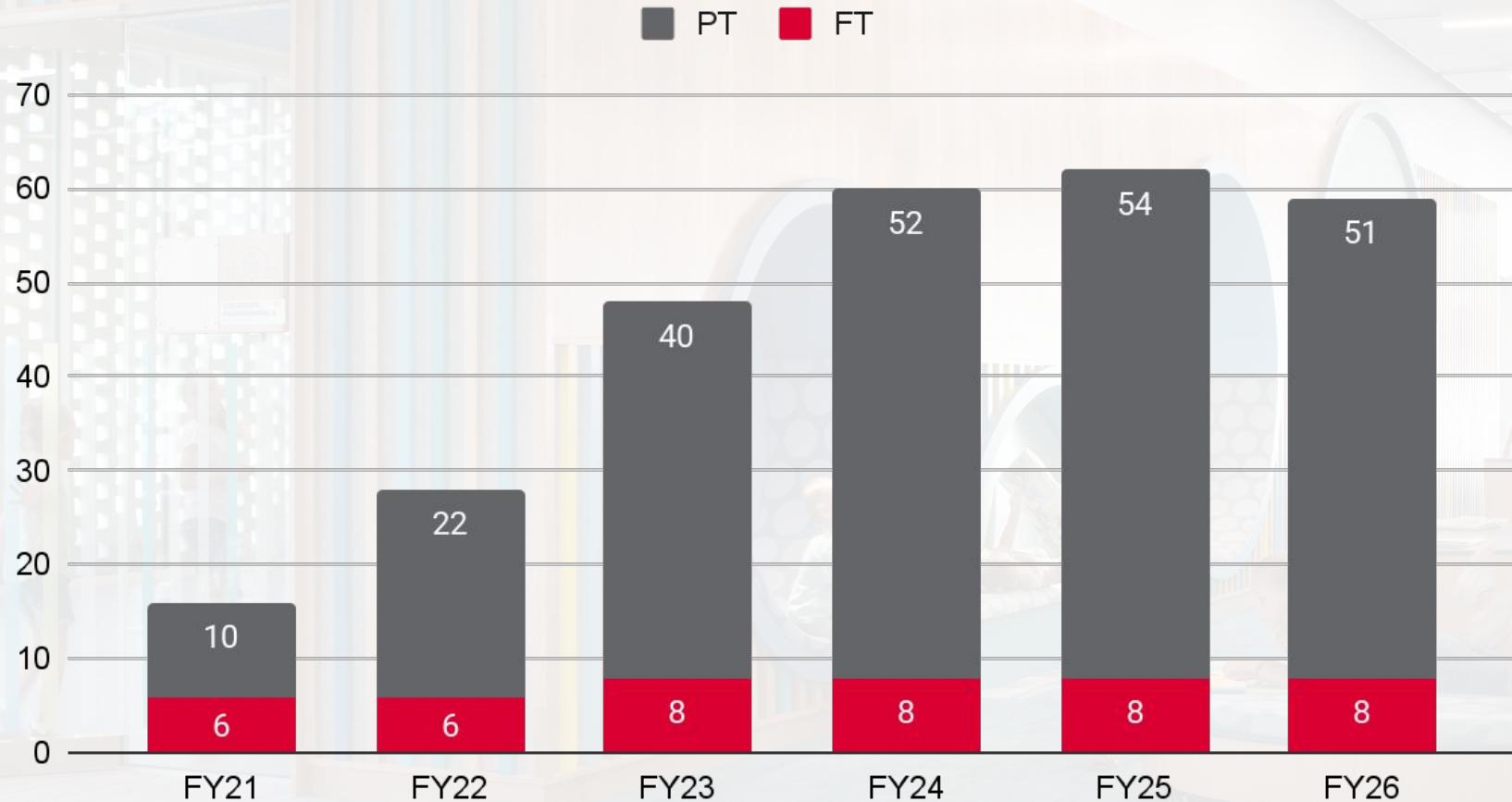
The Belly Button Challenge



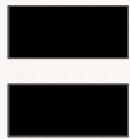
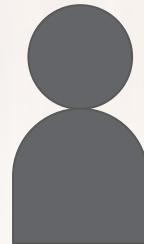
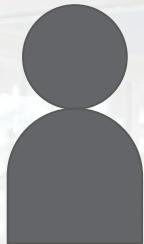
FTEs by Employee Type



Belly Buttons by Employee Type



Proposal



Existing

PT Assistant Librarian
(Administration)

Desired

PT Assistant Librarian
(Communications)

Proposed

**FT Administrative
Coordinator**

FT Administrative Coordinator (Wages & Benefits)	\$100,000
Absorb Existing PT Assistant Librarian (Admin)	-\$20,000
Difference in Wage for Replacing FT Circulation Services Manager (retiring this April)	-\$19,000
Additional Cost to Budget	\$61,000

Value Added

- Manages all marketing for the department
- Office manager (e.g., purchasing, inventory, storage, staff uniforms, team building, professional development)
- Special projects
 - e.g., Food for Fines, book sales, staff development day, team building, apparel, summer reading donations
- **Frees up time for added value tasks for other positions:**
 - **For Director:** Strategic planning, policy development, management vs. leadership, outreach
 - **For Division Managers:** Collection development, program coordination, outreach
 - **Program Coordinators:** Program development, outreach

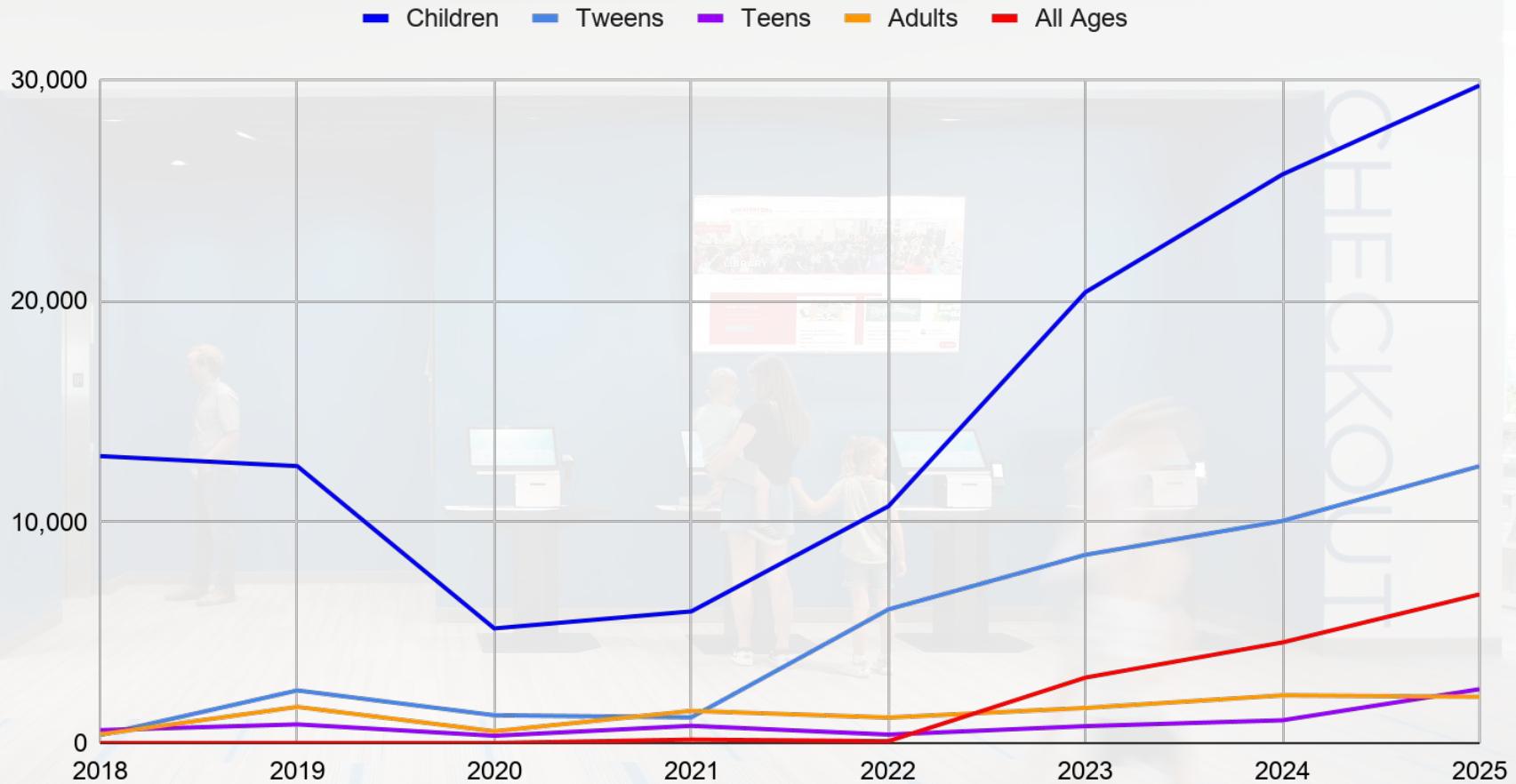


We strive to build and maintain a vibrant city through personable community interactions and innovative library services.



Programs

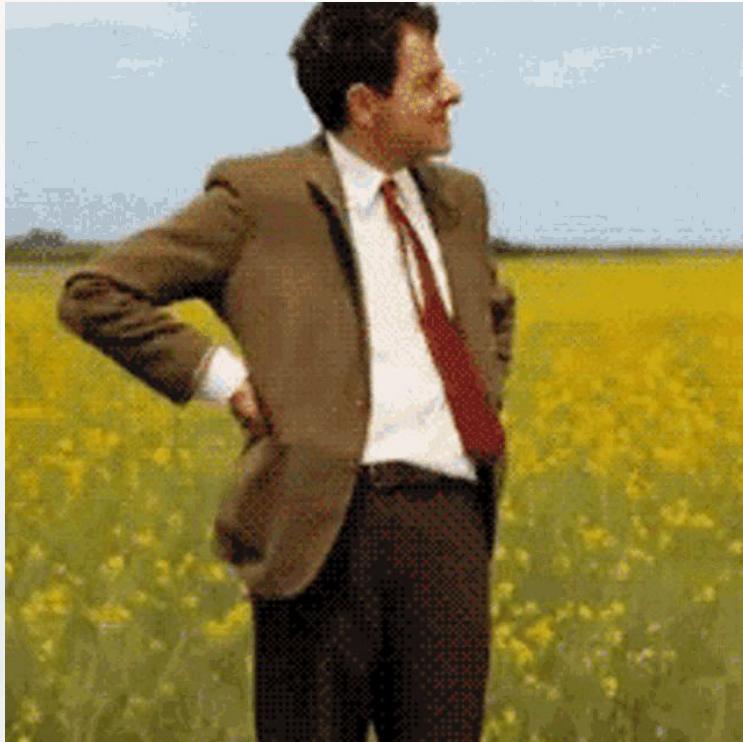
Program Attendance by Year



Programs

“Would love if children’s programs were offered in May/August/December—even if only for half the month!! And entire month is a long time to go without library programs!!!”

“Not having children’s programs in May is really disappointing. I wish the programming followed the school calendar. School year programming is more important to our family than summer programming.”



Program Goal

- Consistent year-round programs
- Development and training for subs
- Professional development for regularly-scheduled staff
- Reduce burnout

Programs Proposal

**1 PT Assistant
Librarian
(Special
Programs)**

~ \$20,000

**~ 1 Program
Coordinator**

~ \$13,000

Noise Mitigation

“Too much noise”

“The loudest library I’ve been to.”

“Noise easily echos around the upper floor.”

“The noise level is high. Especially when children are having activities”

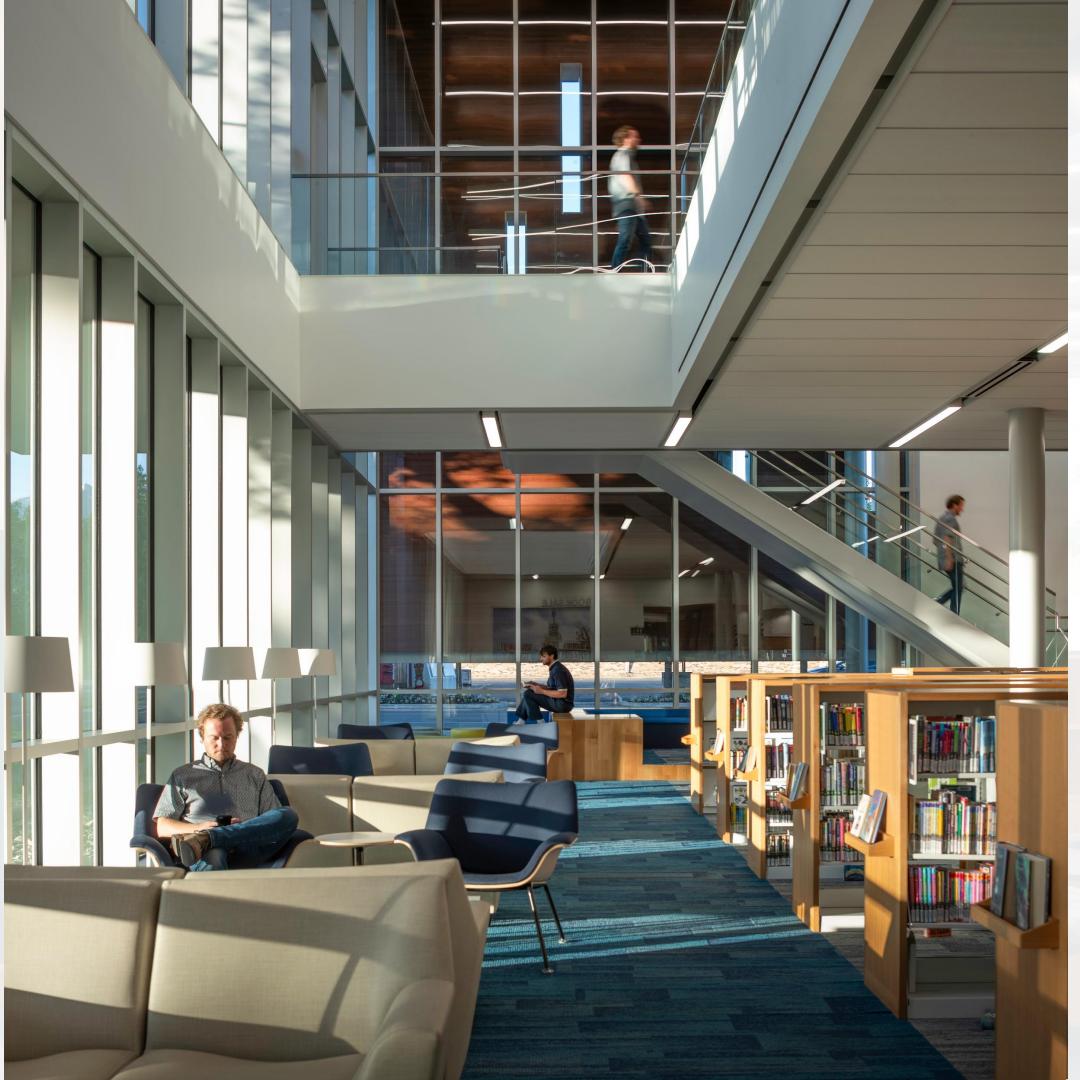
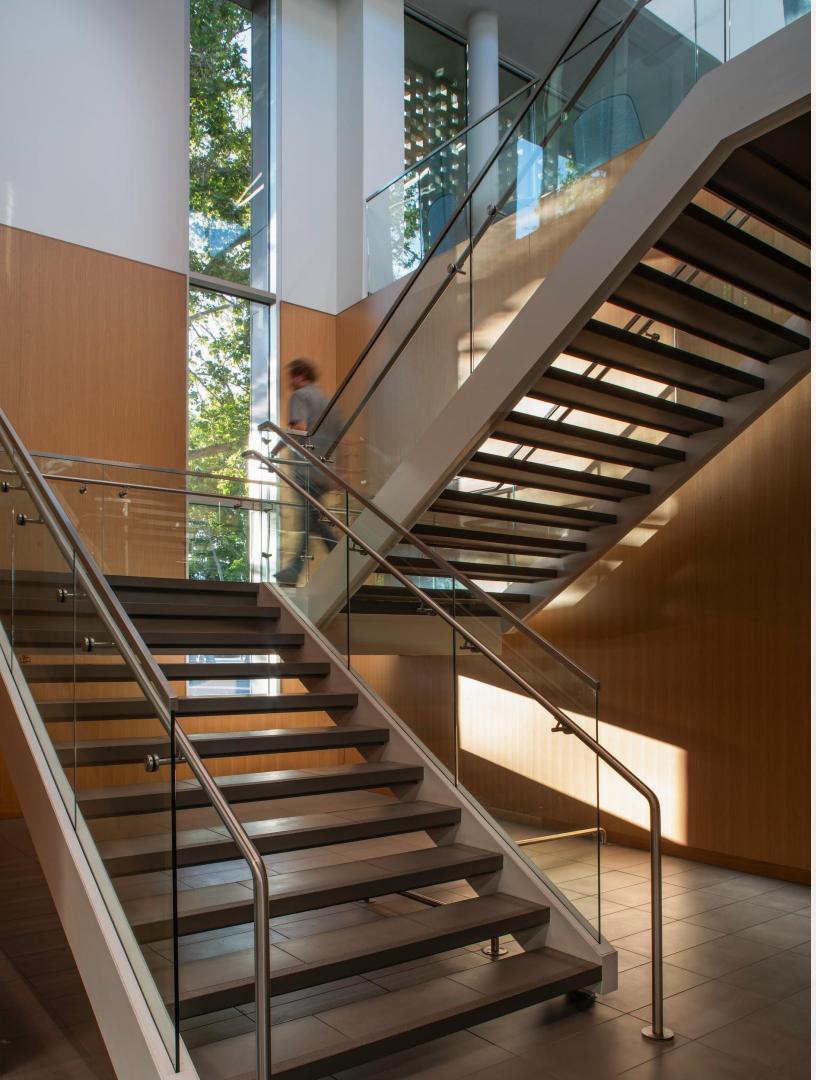
“The gaming area and kids’ area are great for kids, but the noise goes through the whole library so it makes it hard at times to find a quiet place to work or read.”

“Noise level for adult section is mixed with the teens. Difficult to focus”

“Often times when I visit the library there is a lot of noise coming from the first level children’s area.”

“Better noise dampening/cancellation throughout the library, but especially for the study rooms.”







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