



CITY OF
FOLSOM
DISTINCTIVE BY NATURE

CITY OF FOLSOM
LIBRARY COMMISSION AGENDA
REGULAR MEETING
FOLSOM PUBLIC LIBRARY
411 STAFFORD STREET, FOLSOM, CA
May 17, 2022
6:30 p.m.

Members of the public wishing to participate in this meeting via teleconference may email aklausing@folsom.ca.us no later than thirty minutes before the meeting to obtain call-in information. Each meeting may have different call-in information. Verbal comments via teleconference must adhere to the principles of the three-minute speaking time permitted for in-person public comment at meetings.

1) Call to Order

2) Roll Call **Commission Members:** Fred Batt____ Julie Moore____
Ann Marie Hutto____ Colleen Shannon____
Vijay Jonnalagadda____ Jun Zhang____
Dianna Laney____

3) Approval of Minutes

a. March 15, 2022

4) Business from the Floor

5) Reports & Presentations

- a. Summer Reading Program 2022
- b. Folsom High School Architecture and Engineering Class Presentations on Library Design Concepts
- c. Monthly Statistics
 - i. March 2022
 - ii. April 2022

6) Library Director's Report

7) Commissioner Comments

8) Adjournment

Notice:

As presiding officer, the Library Commission Chair has the authority to preserve order at all Library Commission meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Commission, and to enforce the rules of the Commission. In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability – related modification or accommodation to participate in this meeting, please contact the library at 916-461-6145. Requests must be made as early as possible and at least one-full business day before the start of the meeting. Any documents produced by the city and distributed to the Library Commission regarding any item on this agenda will be made available at the Folsom Public Library located at 411 Stafford Street, Folsom, California during normal business hours and online: <https://www.library.folsom.ca.us/about/library-commission>.

LIBRARY COMMISSION MINUTES
Regular Meeting
March 15, 2022

1) Call to Order

The meeting was called to order at 6:31 p.m. by Commission Chair Moore.

2) Roll Call

Present: Commissioners: Batt, Hutto, Laney, Moore, Zhang.

Absent: Commissioners: Jonnalagadda, Shannon.

3) Approval of Minutes

Commissioner Laney moved to approve the February 15, 2022 Minutes as written.
Commissioner Hutto seconded. Motion carried.

AYES: Commissioners: Batt, Hutto, Laney, Moore, Zhang.

NOES: Commissioners: None.

ABSENT: Commissioners: Jonnalagadda, Shannon.

ABSTAIN: Commissioners: None.

4) Business from the Floor

None.

5) Reports & Presentations

- a. Library Director Lori Easterwood presented information about the Palace Project App, a new statewide e-reading app. This app features mostly youth items now, but the Folsom Overdrive collection will be added to this platform soon too. Library Director Easterwood responded to comments and questions from the Library Commission.
- b. Library Director Lori Easterwood presented the monthly statistics for February 2022.

Library Director Easterwood responded to comments and questions from the Library Commission.

6) Teen Liaison Report

Teen Liaison Srigowri Akkipeddi reported on the following:

- Teens have had more volunteer opportunities lately including library cleaning shifts and helping at the Friends of the Folsom Library's book sale. There will also be volunteer opportunities at some of the children programming events in the spring.

The Teen Liaison responded to questions from the Library Commission.

7) Library Director's Report

Library Director Lori Easterwood reported on the following:

- Library programs are back!
- The Library Technician position was filled by Sangeetha Janagam, one of our current Library Assistants. We will be recruiting for a Library Assistant now.
- The Friends of the Folsom Library earned \$5,548 from the March book sale.
- Librarian Amanda Perez will be working Monday through Friday now to help assist with city wide volunteer projects.
- The Book-to-Action grant this year will feature the book *The Buy Nothing, Get Everything Plan: Discover the Joy of Spending Less, Sharing More, and Living Generously* by Liesl Clark and Rebecca Rockefeller. The purpose of this grant is for participants to read the book and put the ideas from the book into practice. Programs will include an author talk, a recycling program for kids, a mending program, a jigsaw puzzle swap, and more. The Book-to-Action finale will be held on June 18.

Library Director Easterwood responded to comments and questions from the Library Commission.

8) Commissioner Comments

Commissioner Zhang stated that it is great to be back in person, and he is excited for all the programs to be back.

Commissioner Laney commented that she is excited about the Book-to-Action grant, especially the finale and how she can support this program. She plans to share and post library programs to the Folsom Plan Area online groups.

Commissioner Hutto inquired about how the growth in Folsom will impact the programs, and how the library will plan for changes. She also stated that the Book-to-Action grant will be fun and a timely topic for the community.

Library Director Lori Easterwood stated that Sacramento Public Library has not started their youth programming back up, so we are currently drawing patrons from all over the region. As we see programs filling up, the library will definitely have to expand programs.

Commissioner Batt inquired about what happens to the unused money budgeted for salaries and asked if there was any update on the café space.

Library Director Lori Easterwood commented that the unused money goes into the general fund. She also informed the commission that a subcommittee formed to assess all vacant city properties; the café was included in this assessment, so the decision for the space is now up to the direction of city council.

Commissioner Moore was curious if the library will be opening back up on Sundays and wondered if the city council by-district system will affect commission appointees.

Library Director Lori Easterwood stated that the budget is still in process, but if opened another day, the library will likely open Mondays instead of Sundays. She will notify the commission on any changes once the budget has been approved and will follow up on any by-district changes once she knows.

9) Adjournment

Meeting adjourned at 7:11 p.m.

A handwritten signature in cursive script, appearing to read "Alicia Klausung", written over a horizontal line.

Alicia Klausung
Secretary to the Library Commission

REPORTS & PRESENTATIONS
Agenda Item No: 5a.
Library Commission Meeting: 05/17/2022

DATE: May 10, 2022
TO: Library Commission Members
FROM: Debbie Centi, Youth Services Librarian
SUBJECT: **SUMMER READING PROGRAM 2022**

Youth Services Librarian Debbie Centi will present information on the Summer Reading Program 2022.

Respectfully submitted,

A handwritten signature in cursive script that reads "Debbie Centi". The signature is written in black ink and is positioned above a horizontal line.

Debbie Centi, Youth Services Librarian

REPORTS & PRESENTATIONS
Agenda Item No: 5b.
Library Commission Meeting: 05/17/2022

DATE: May 10, 2022
TO: Library Commission Members
FROM: Lori Easterwood, Library Director
SUBJECT: **FOLSOM HIGH SCHOOL ARCHITECTURE AND ENGINEERING
CLASS PRESENTATIONS ON LIBRARY DESIGN CONCEPTS**

The Folsom High School Architecture and Engineering class completed a project designing concepts for future public infrastructure for the City of Folsom. Student teams that selected a library facility for the project will present their design concepts and ask for feedback from the Library Commission.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Lori Easterwood', is written over a horizontal line.

Lori Easterwood, Library Director

	Feb 2022	Mar 2022	Mar 2021	YTD 21-22	YTD 20-21	% Change
All items checked out or renewed in Folsom	36,169	42,801	34,599	374,167	226,681	65%
Folsom items checked out or renewed system wide	43,460	50,454	35,608	443,008	245,221	81%
eBook/eAudio items checked out (Overdrive & Enki)	4,631	5,044	5,820	44,137	57,104	-23%
Self check usage	52%	51%	42%	50%	26%	92%
Database Sessions (Mango & NYT) EBSCO (ended 12/2021)	287	332	251	2,793	4,841	-42%
Public Computer Sessions	912	1,306	287	7,492	1,520	393%
Website Visits	10,717	13,670	8,631	109,781	91,248	20%
Library visits - In Building & Take-Out Service	11,238	14,878	8,121	107,224	55,829	92%
New library cards issued	166	250	116	1,901	965	97%
Number of items loaned to other libraries	4,326	4,415	6,200	44,936	50,270	-11%
Number of items borrowed from other libraries	4,838	5,289	7,410	46,534	52,896	-12%
Items added (physical items)	690	795	1,277	7,807	9,134	-15%
Items added - Northnet Consortium	205	733	475	3,512	4,224	-17%
Items added - Folsom only	59	48	90	459	213	115%
Volunteer hours worked:						
Shelving	39	128	42	466	154	203%
Library Programs	0	0	0	139	0	N/A
Miscellaneous	86	31	83	819	532	54%
Total	125	159	125	1,424	686	108%
Programming (# held/attendance):						
Adult	2/13	3/31	2/12	22/227	11/70	100%/224%
Teen	1/17	0	1/5	5/84	3/33	67%/155%
Youth	5/46	37/2,131	10/3,951	184/7,463	87/ 50,322*	111%/-85%
Outreach	0	3/65	0	9/138	0	N/A
Tours	3/71	1/21	0	7/234	0	N/A
Total	11/147	44/2,248	13/3,968	227/8,146	101/50,425	125%/-84%

Total Items in Collection:	95,476
Total Items in Digital Collection (Folsom & Consortium):	99,544
Total Registered Borrowers:	32,953

*Includes online programs



	Mar 2022	Apr 2022	Apr 2021	YTD 21-22	YTD 20-21	% Change
All items checked out or renewed in Folsom	42,801	38,521	31,148	412,688	257,829	60%
Folsom items checked out or renewed system wide	50,454	47,430	34,165	490,438	279,386	76%
eBook/eAudio items checked out (Overdrive & Enki)	5,044	5,128	4,712	49,265	61,816	-20%
Self check usage	51%	53%	44%	51%	28%	82%
Database Sessions (Mango & NYT**) EBSCO (ended 12/2021)	332	174**	291	2,967	5,370	-45%
Public Computer Sessions	1,306	1,184	362	8,676	1,882	361%
Website Visits	13,670	12,591	N/A	122,372	91,248	34%
Library visits - In Building & Take-Out Service	14,878	14,378	8,079	121,602	63,908	90%
New library cards issued	250	228	118	2,129	1,083	97%
Number of items loaned to other libraries	4,415	4,234	5,562	49,170	55,832	-12%
Number of items borrowed from other libraries	5,289	4,417	5,711	50,951	58,607	-13%
Items added (physical items)	795	967	1,513	8,774	10,647	-18%
eltems added - Northnet Consortium	733	234	777	3,746	5,001	-25%
eltems added - Folsom only	48	62	161	521	374	39%
Volunteer hours worked:						
Shelving	128	40	34	506	188	169%
Library Programs	0	0	0	139	0	N/A
Miscellaneous	31	107	70	926	602	54%
Total	159	147	104	1,571	790	99%
Programming (# held/attendance):						
Adult	3/31	5/46	2/11	27/273	13/81	108%/237%
Teen	0	1/12	1/10	6/96	4/43	50%/123%
Youth	37/2,131	39/1,788	19/3,665	223/9,251	106/ 53,987*	110%/-83%
Outreach	3/65	1/700	0	10/838	0	N/A
Tours	1/21	6/151	0	13/385	0	N/A
Total	44/2,248	52/2,697	22/3,686	279/10,843	123/54,111	127%/-80%
Total Items in Collection:		94,716				
Total Items in Digital Collection (Folsom & Consortium):		98,547				
Total Registered Borrowers:		33,190				

*Includes online programs, **No NYT April stats