

LIBRARY COMMISSION MINUTES
Regular Meeting
November 15, 2022

1) Call to Order

The meeting was called to order at 6:35 p.m. by Commission Chair Moore.

2) Roll Call

Present: Commissioners: Hutto, Jonnalagadda, Moore, Shannon.

Absent: Commissioners: Batt, Laney, Zhang.

3) Approval of Minutes

Commissioner Jonnalagadda moved to approve the October 18, 2022, Minutes as written. Commissioner Hutto seconded. Motion carried.

AYES:Commissioners: Hutto, Jonnalagadda, Moore, Shannon.

NOES: Commissioners: None.

ABSENT: Commissioners: Batt, Laney, Zhang.

ABSTAIN: Commissioners: None.

4) Business from the Floor

None.

5) Reports & Presentations

- a. Library Director Thomas Gruneisen presented the monthly statistics for October 2022. He explained that indicators are pointing towards a library that is recovering from the pandemic but has not yet returned to pre-pandemic levels. He then presented a report on database use from the past year. Instead of including a monthly aggregate report use using incomplete, future database reports will happen at fewer times throughout the year but include greater detail.

- b. Library Director Gruneisen responded to comments and questions from the Library Commission.

6) New Business

- a. Revisions to the Master Fee Schedule that was established in 2015, revised in 2016, and renewed in 2019 (Resolution No. 01297).

Aware that the Library Commission in 2021 voted unanimously to recommend the removal of fines from Folsom Public Library's Master Fee Schedule, Library Director Gruneisen presented the current schedule and sought the Commission's input on whether that was still its recommendation. This recommendation will then be presented to the Commission at the start of its new term in 2023, and if moved forward, will be presented to the City Manager for approval by the City Council.

After discussion, the Commission recommended the following:

LB-1 Adult and Teen books and audio books - Extended Use (Fine): **All commissioners recommended removing this fine.**

LB-2 High-Demand Express material - Extended Use Fee (Fine): **Three commissioners recommended removing this fine; one commissioner recommended keeping it at its current rate.**

LB-3 Children's books and audio books - Extended Use Fee (Fine): **All commissioners recommended removing this fine.**

LB-4 DVD's Music CD's, and specialty kits - Extended Use Fee (Fine): **All commissioners recommended removing this fine.**

LB-5: [No fee in place]

LB-6 Returned check fee: **All commissioners recommended keeping this fee.**

LB-7 Library card replacement (Fine): **All commissioners recommended removing this fine.**

LB-8a Self-service copy charge - (B & W): **The Commission requested additional information on the costs of printing.**

LB-8b Self-service copy charges - (Color): **The Commission requested additional information on the costs of printing.**

LB-9 Hold re-shelving fee - per item (Fine): **All commissioners recommended removing this fine.**

LB-10 Interlibrary loan/item (plus add'l lending library fees): **The Commission requested additional information on this item.**

LB-11 Lost or damaged materials in Folsom collection: Up to cost item plus \$5.00 processing fee: **All commissioners recommended keeping this fee.**

LB-12 Lost or damaged materials from inter library loan - Up to cost of item, plus charges from lending library, plus \$5.00 local processing fee: **All commissioners recommended keeping this fee.**

LB-13 Referral fee for material and fee recovery services (for accounts with billed overdue materials and total outstanding charges of \$25 or more): **All commissioners recommended keeping this fee.**

b. Recommendation for next term's on-boarding and items for consideration.

Library Director Gruneisen asked if Library Commissioners had any recommendations to assist new commissioners at the start of their next term.

Commissioner Hutto believed it would be beneficial for new commissioners to go over prior meetings minutes to see what was previously discussed and what are still open items.

Commissioner Jonnalagadda agreed with Commissioner Hutto and suggested giving new commissioners an overview of what can be loaned from the library in addition to books.

Commissioner Shannon suggested giving an overview of how the commission meetings are run, e.g., explaining what the Monthly Statistics Report and Brown Act are; as well as covering information such as who the library's partners are, and what the Friends of the Library do.

Commissioner Moore recommended a Tour of the Library. Previous Library Director Lori Easterwood had taken the commissioners on a tour of the library, including the behind-the-scenes staff area.

7) Library Director's Report

Library Director Gruneisen reported on the following:

- Lisa Newlin has joined the library as the new Circulation Coordinator. She starts tomorrow November 16.
- Library Director Gruneisen thanked the commissioners for their work on recommending options for the future of the Einstein Café. The City Council was grateful for their service and directed staff to pursue the Commission's first recommendation of offering the space to the Friends to operate as a bookstore with possible café amenities.
- Additional State Park Day Passes were awarded. The library has been awarded an additional 100 California State Parks Passes, greatly increasing their availability.
- Library Director Gruneisen thanked the Library Commissioners for their service for this term. Especially for commissioners whose term will end on December 12th, their service is appreciated.

8) Commissioner Comments

Commissioner Hutto mentioned that she will not be reapplying for next term. She said it was both educational and a pleasure serving for 6 years in the library commission. She was happy to see that during her term that the Book Drop parking space was created after years of proposing it. She said it was wonderful working with all the other commissioners as well as Library Director Gruneisen. She hopes to cross paths again with everyone.

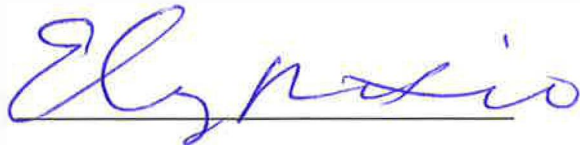
Commissioner Jonnalagadda said that he will miss Commissioner Hutto and thanks her for her service. He was proud of how the library has transitioned through the pandemic. He is really excited to continue to work with Library Director Gruneisen. Commissioner Jonnalagadda is interested in knowing the process on the decision making on which books to order and how many copies. He would love to see more copies ordered for those more popular books to keep the wait times shorter.

Commissioner Shannon said it has been a pleasure and highly educational serving the commission for the last four years. Her only disappointment is that during her term the commission did not accomplish making Folsom library fine free. She felt they were so close. Her term is ending but she will reapply.

Commissioner Moore stated that this is also the end of her four-year term and she will reapply. She said it has been educational and interesting seeing the connection between her work as a school librarian and being on the Library Commission. Commissioner Moore appreciates all the support this library gives to its community. She thanks Library Director Gruneisen for his continued support on eliminating fines.

9) **Adjournment**

Meeting adjourned at 7:45 p.m.

A handwritten signature in blue ink, appearing to read "Elizabeth Maximo", is written over a horizontal line.

Elizabeth Maximo
Secretary to the Library Commission