



CITY OF
FOLSOM
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CITY OF FOLSOM
LIBRARY COMMISSION AGENDA
REGULAR MEETING
FOLSOM PUBLIC LIBRARY
411 STAFFORD STREET, FOLSOM, CA
April 18, 2023
6:30 p.m.

1) Call to Order

- 2) Roll Call **Commission Members:** Kathryn Allaman _____ Dreama Pacheco _____
Vijay Jonnalagadda _____ Colleen Shannon _____
Dianna Laney _____ Jessica Xu _____
Julie Moore _____

3) Approval of Minutes

- a. March 21, 2023

4) Business from the Floor

5) Reports & Presentations

- a. Monthly Statistics
i. March 2023

6) New Business

- a. Revised 2023 Library Commission Meeting Dates due to Library Closure.
- b. Discussion Regarding Possible Revisions to the Library Commission's Regular Meeting Schedule.

7) Library Director's Report

8) Commissioner Comments

9) 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 21, 2023

1) Call to Order

The meeting was called to order at 6:31 p.m. by Vice Chair Shannon.

2) Roll Call

Present: Commissioners: Allaman, Jonnalagadda, Moore, Pacheco, Shannon and Xu.

Absent: Commissioners: Laney.

3) Approval of Minutes

Commissioner Moore moved to approve the March 21, 2023 Minutes as written.
Commissioner Jonnalagadda seconded. Motion carried.

AYES: Commissioners: Allaman, Jonnalagadda, Moore, Pacheco, Shannon and Xu.
NOES: Commissioners: None.
ABSENT: Commissioners: Laney.
ABSTAIN: Commissioners: None.

4) Business from the Floor

None.

5) Reports and Presentations

- a. Library Director Thomas Gruneisen introduced Lead Senior Librarian Andrew Tweet who presented an overview of the Library's Adult Services.

- b. Library Director Thomas Gruneisen presented the monthly statistics for February 2023. The statistics report is still showing that the library is recovering from the pandemic but has not yet returned to pre-pandemic levels. Library visits, library cards and program attendance are up. Circulation this month has increased compared to last year but overall annual circulation remains flat.

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

6) Library Director's Report

Library Director Thomas Gruneisen reported on the following:

- The library is recruiting volunteers. The library has not added new adult volunteers since the pandemic. We will start slowly and will add 3 at this time to work with our new Volunteer Coordinator.
- On April 1st applications we be on the library website to hire 50 Teen Volunteers between the ages of 14-18 for the Summer. The teens will help with the Summer Reading Program.
- The library has started interfiling some of its Adult Fiction genres in with the Adult Fiction general collection, beginning with Romance and Westerns. Items are usually organized according to their authors' last names. Genre items will continue to have genre stickers for now.
- The library extended the Play Chess With Other Kids program until the end of March based on the program's popularity.
- February's LEGO Competition went very well, with a record number of entries and some very creative projects. There were 5 different age groups and a family group. There were prizes and certificates for the winners.
- The State Park Pass program has been quickly gaining in popularity, and for the first time since its expansion there is a line to check out passes. The Library promoted the program through the Folsom Telegraph and City eNews, along with a program led by a State Parks Nature Interpreter. We are monitoring the collection, and will move a few passes into the Express collection if a queue continues.
- AARP Tax Help has office hours here at the library on Mondays. They have helped over 183 people and filed over 158 returns so far. It's by appointment only and scheduled through 211 and is primarily designed to help with tax filing for older Americans and those of lower income.
- Friends of the Library has two Book Sales a year. They just wrapped one up this month and raised \$5,713.00 for the library. We are very appreciative for their efforts. The Einstein Café renovation is moving steadily along, and the new space should be made available to the Friends soon.

- The Carpet purchase order for the library has gone to Shaw Industries. We have no installation dates yet. We are hoping to have Carpet installation in May or August to avoid an interruption to Summer Reading.
- The PLS (Proposed Level of Service) was brought to the City Manager's office and presented on March 6th. The City Manager is currently finalizing her draft budget and will present it to the City Council at their May meeting.
- The Library Director Gruneisen wanted to thank the Commissioners for their ongoing support as the recommendations they made to the revised Fines and Fees Schedule make their way to City Council.

7) Commissioner Comments

Commissioner Allaman wanted to thank the library staff that were working during the Lego Contest. Patrons and the children all had a great time. Commissioner Allaman thanked Library Director Gruneisen for the thoroughness of the Director's Report.

Commissioner Jonnalagadda wanted to thank the library staff for hosting so many programs for the community. Suggested moving the Library Commission Meeting to 6:00 p.m. to 7:00 p.m. since the library closes at 7:00 p.m.

Commissioner Moore wanted to thank Senior Librarian Andrew Tweet for his presentation on Adult Services at the Library. She was amazed on all the on-line services that the library has to offer.

Commissioner Pacheco had nothing to add.

Commissioner Xu commented that this particular library is not only providing books but is focused on the community. With all the different programs and events, it brings the whole community together.

Commissioner Vice Chair Shannon encouraged all the Commissioners to talk with their City Council members to educate them and help move the Fines and Fees discussion onto their Agenda. It would be helpful to the 600 children that are locked out of their library because of fines and fees.

8) **Adjournment**

Meeting adjourned at 7:36 p.m.

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

Elizabeth Maximo
Secretary to the Library Commission



	Feb. 2023	Mar. 2023	Mar. 2022	YTD 22-23	YTD 21-22	% Change	
All items checked out or renewed in Folsom	38,394	44,783	42,801	371,436	374,167	-1%	
Folsom items checked out or renewed system wide	45,380	52,682	50,454	442,934	443,008	0%	
eBook/eAudio items checked out (Overdrive & Enki)	4,985	5,465	5,044	47,060	44,137	7%	
Self check usage	52%	52%	51%	52%	50%	4%	
Public Computer Sessions	1,390	1,636	1,306	11,844	7,492	58%	
Website Visits	14,093	15,123	13,670	124,758	109,781	14%	
Library visits - In Building	15,408	16,313	14,878	135,993	107,224	27%	
New library cards issued	283	348	250	2,690	1,901	42%	
Number of items loaned to other libraries	3,795	4,301	4,415	37,932	44,936	-16%	
Number of items borrowed from other libraries	4,404	5,745	5,289	43,640	46,534	-6%	
Items added (physical items)	1,019	1,313	795	8,858	7,807	13%	
eItems added - Northnet Consortium	364	975	733	3,739	3,512	6%	
eItems added - Folsom only	10	82	48	390	459	-15%	
Volunteer hours worked:							
	Shelving	32	30	128	289	466	-38%
	Library Programs	51	57	0	620	139	346%
	Miscellaneous	71	111	31	895	819	9%
	Total	154	198	159	1,804	1,424	27%
Programming(# held/attendance):							
	Adult	7/42	9/57	3/31	69/464	22/227	213%/104%
	Teen	1/20	1/15	0	7/212	5/84	40%/152%
	Youth	46/2411	59/2565	37/2131	404/19141	184/7463	119%/156%
	Outreach	6/156	3/62	3/65	37/2094	9/138	311%/1417%
	Tours	2/120	3/119	1/21	15/566	7/234	114%/141%
	Total	62/2749	75/2818	44/2248	532/22477	227/8146	134%/176%

Total Items in Collection: 95,261
Total Items in Digital Collection (Folsom & Consortium): 105,326
Total Registered Borrowers: 33,007