

CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

**CITY OF FOLSOM  
LIBRARY COMMISSION AGENDA  
REGULAR MEETING  
FOLSOM PUBLIC LIBRARY  
411 STAFFORD STREET, FOLSOM, CA  
March 19, 2024  
6:00 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. February 20, 2024

**4) Business from the Floor**

**5) Reports & Presentations**

a. Monthly Statistics

i. February 2024

b. Review of Library funding

6) Library Director's Report

7) Commission Requests for Future Agenda Items

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**  
**February 20, 2024**

**1) Call to Order**

The meeting was called to order at 6:02 p.m. by Secretary Elizabeth Maximo. Pursuant to Robert's Rules of Order Chapter 15 Section 47, in the absence of Chair and Vice Chair the Secretary should call the meeting to order and the Commission should immediately elect Chair pro tem to preside. Secretary Elizabeth Maximo recommended Commissioner Moore for Chair pro tem and the commissioners nodded in agreement.

**2) Roll Call**

**Present:** Commissioners: Allaman, Jonnalagadda, Moore, and Pacheco.

**Absent:** Commissioners: Laney, Shannon, and Xu.

**3) Approval of Minutes**

Commissioner Allaman moved to approve the January 16, 2024 Minutes as written. Commissioner Moore seconded. Motion carried.

**AYES:** Commissioners: Allaman, Jonnalagadda, Moore, and Pacheco.

**NOES:** Commissioners: None.

**ABSENT:** Commissioners: Laney, Shannon and Xu.

**ABSTAIN:** Commissioners: None.

**4) Business from the Floor**

The following speakers addressed the Library Commission:

- Carrie Lane and Lorraine Poggione from Folsom Takes Action spoke on the benefits of a proposed 1% sales tax ballot measure.

## 5) Reports and Presentations

- a. Library Director Thomas Gruneisen reported that the Monthly Statistics continue to show that check-outs and in-branch services remain steady when compared to the previous year, indicating that we have reached our post-pandemic “new normal.” The use of eBooks is showing strong growth and is up 29% from the previous year. Lastly, the Library is offering fewer programs yet is experiencing an overall increase in attendance. This is due to the Library discontinuing some programs that have become less relevant to our community in favor of developing new programs that are of greater service to our residents.
- b. Library Director Thomas Gruneisen reported on the Library’s requests for Proposed Level of Service adjustments to the Fiscal Year 2024 – 2025 budget. In order of priority, those requests are:
  1. Replace Lighting Control System
  2. Replace HVAC Control System
  3. Reopen Library to 6 Days of Service (repeat from FY24)
  4. Replace decaying wallpaper (repeat from FY24)
  5. Replace Malfunctioning Doors:
  6. Repair Aging Infrastructure (mainly repeats from FY24)
  7. Convert fluorescent to LED lighting

Informational: advised that the City begin saving for larger anticipated expenses: HVAC replacement, repair to stucco damage, roof replacement.

8. Continued funding for student & career online resources

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

## 6) New Business

None.

## 7) Library Director’s Report

Library Director Thomas Gruneisen reported on the following:

- The 5<sup>th</sup> Annual Lego Building Contest is from February 20 - 24<sup>th</sup>.
- The Winter Reading Challenge concluded with 369 finishers, including 262 children who read 5 or more books in December and January.
- In February we started the Reading Buddies Program, in which Teen Library Council members pair up with younger readers to practice their reading.
- AARP Tax Help started in February. They meet on Mondays inside the meeting room. You can sign up by calling 211 or through their website. This program filed 239 tax returns and brought back \$269,000 into the community during last year's tax season.
- On February 3<sup>rd</sup> we held a State Assembly District 7 Candidates' Forum. Among them were YK Chalamcherla, Josh Hoover, and Porshe Middleton. It was sponsored by the League of Women Voters.
- We are once again serving as a ballot drop-off site for the March presidential primary election. Our ballot drop-off box is onsite now and available during the Library's open hours.
- Technical support for California's Enki App is being discontinued, bringing that program through the State Library to a close.
- The Library's reupholstered furniture has started to arrive. Thank you to the Friends of the Library for enabling us to restore these fantastic pieces; they should last us for years to come.
- Thank you to the Friends of the Library also for their spring contribution to the Library, which came in at a little more than \$30,000. This contribution includes the \$1,500 in funding from the Jeff Kinney donation, which will be used to purchase an annual movie license for the library. This will enable us to show films as part of our Summer Reading Program for children and adults.
- We are pleased to report that the Library was awarded a \$10,000 IMLS/LSTA grant from the California State Library to enhance our Telugu programs and collection.
- Youth Librarian Lindsay Melhus has greatly expanded the reach of the My First Library Card program, through which our librarians visit FCUSD Kindergarten classes to talk about the Library and encourage families to register for library accounts. Ms. Melhus has already visited 637 kindergarten students this year— more than 200 more than last year's total visits.

#### **8) Commission Request for Future Agenda Items**

Commissioner Jonnalagadda requested that the Commission learn more about different ways to work with Community Partners to raise money for the Library.

#### **9) Commissioner Comments**

Commissioner Jonnalagadda thanked Commissioner Pacheco for all of her help with the Telegu Grant. He said that he and the community are extremely happy to have this collection and the extra funding to support it.

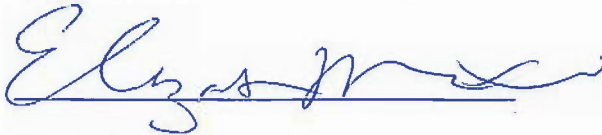
Commissioner Pacheco had no comment.

Commissioner Allaman commented that she wanted to congratulate and thank Commissioners Jonnalagadda and Pacheco and whoever else worked on the Telegu Grant Application for receiving that funding. Also, a thank you and appreciation for the Library Calendars. Commissioner Moore also appreciated seeing the needs of the library. She stated that the library is a very beautiful facility and since we do not live in it or visit it daily, we do not see the repairs that need to be done.

Commissioner Moore wanted to remind everyone that the Friends of the Library Book Sale is coming up. You can buy books, donate and they are always looking for volunteers. Please let her know if you would like the link to volunteer.

#### 10) **Adjournment**

Meeting adjourned at 7:10 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



|  | January 2024 | February 2024  | February 2023 | YTD 23-24        | YTD 22-23 | % Change  |
|--|--------------|----------------|---------------|------------------|-----------|-----------|
| All items checked out or renewed in Folsom           | 35,228       | <b>34,031</b>  | 38,394        | <b>273,696</b>   | 326,653   | -16%      |
| Items checked out in Folsom                          | 34,018       | <b>32,892</b>  | 30,695        | <b>263,892</b>   | 260,473   | 1%        |
| Items renewed in Fosom                               | 1,210        | <b>1,139</b>   | 7,699         | <b>10,235</b>    | 66,180    | -85%      |
| Folsom items checked out or renewed system wide      | 48,946       | <b>47,938</b>  | 45,380        | <b>388,500</b>   | 390,252   | 0%        |
| eBook/eAudio items checked out                       | 7,370        | <b>6,931</b>   | 4,985         | <b>53,983</b>    | 41,959    | 29%       |
| Self check usage                                     | 50%          | <b>49%</b>     | 52%           | <b>50%</b>       | 52%       | -4%       |
| Public Computer Sessions                             | 1,319        | <b>1,372</b>   | 1,390         | <b>10,431</b>    | 10,208    | 2%        |
| Website Visits                                       | 16,627       | <b>11,732</b>  | 14,093        | <b>108,216</b>   | 109,635   | -1%       |
| Library visits - In Building                         | 16,207       | <b>19,806</b>  | 15,408        | <b>129,093</b>   | 119,680   | 8%        |
| New library cards issued                             | 394          | <b>382</b>     | 283           | <b>2,754</b>     | 2,342     | 18%       |
| Number of items <b>loaned</b> to other libraries     | 4,336        | <b>4,141</b>   | 3,795         | <b>33,157</b>    | 33,631    | -1%       |
| Number of items <b>borrowed</b> from other libraries | 5,339        | <b>4,755</b>   | 4,404         | <b>38,102</b>    | 37,895    | 1%        |
| Items added (physical items)                         | 759          | <b>819</b>     | 1,019         | <b>7,498</b>     | 7,545     | -1%       |
| eItems added - <b>Northnet Consortium</b>            | 522          | <b>599</b>     | 364           | <b>9,270</b>     | 2,764     | 235%      |
| eItems added - <b>Folsom only</b>                    | 43           | <b>25</b>      | 10            | <b>315</b>       | 308       | 2%        |
| Volunteer hours worked:                              |              |                |               |                  |           |           |
| <b>Shelving</b>                                      | 38           | <b>42</b>      | 32            | <b>255</b>       | 259       | -2%       |
| <b>Library Programs</b>                              | 9            | <b>56</b>      | 51            | <b>541</b>       | 563       | -4%       |
| <b>Miscellaneous</b>                                 | 114          | <b>98</b>      | 71            | <b>739</b>       | 784       | -6%       |
| <b>Total</b>   | 161          | <b>196</b>     | 154           | <b>1,535</b>     | 1,606     | -4%       |
| Programming (# held/attendance):                     |              |                |               |                  |           |           |
| <b>Adult</b>   | 7/52         | <b>5/38</b>    | 7/42          | <b>55/401</b>    | 60/407    | -8%/-1%   |
| <b>Teen</b>  | 0            | <b>6/39</b>    | 1/20          | <b>14/162</b>    | 6/197     | 133%/-18% |
| <b>Youth</b>   | 38/2313      | <b>44/2522</b> | 46/2411       | <b>311/17191</b> | 345/16576 | -10%/4%   |
| <b>Outreach</b>                                      | 3/179        | <b>7/453</b>   | 6/156         | <b>27/2048</b>   | 34/2032   | -21%/1%   |
| <b>Tours</b>   | 0            | <b>1/33</b>    | 2/120         | <b>15/425</b>    | 12/447    | 25%/-5%   |
| <b>Total</b>   | 48/2544      | <b>63/3085</b> | 62/2749       | <b>422/20227</b> | 457/19659 | -8%/3%    |

|   |                |
|---|----------------|
| <b>Total Items in Collection:</b>                                   | <b>96,758</b>  |
| <b>Total Items in Digital Collection (Folsom &amp; Consortium):</b> | <b>147,634</b> |
| <b>Total Registered Borrowers:</b>                                  | <b>36,617</b>  |