



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

CITY OF FOLSOM  
LIBRARY COMMISSION AGENDA  
REGULAR MEETING  
FOLSOM PUBLIC LIBRARY  
November 17, 2020  
6:30 p.m.

Pursuant to Governor Newsom’s Executive Order N-29-20, members of the Folsom Library Commission and staff may participate in this meeting via teleconference.

Due to the coronavirus (COVID-19) public health emergency, the City of Folsom is allowing remote public input during Commission meetings. Members of the public are encouraged to participate by e-mailing comments to [aklausing@folsom.ca.us](mailto:aklausing@folsom.ca.us). E-mailed comments must be received no later than thirty minutes before the meeting and will be read aloud at the meeting during the agenda item. Please make your comments brief. Written comments submitted and read into the public record must adhere to the principles of the three-minute speaking time permitted for in-person public comment at Commission meetings. Members of the public wishing to participate in this meeting via teleconference may email [aklausing@folsom.ca.us](mailto: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 Library Commission meetings.

1) **Call to Order**

2) **Roll Call**

**Commission Members:** Fred Batt \_\_\_\_\_ Julie Moore \_\_\_\_\_  
Maureen Gagliardi \_\_\_\_\_ Mary Sessarego \_\_\_\_\_  
Ann Marie Hutto \_\_\_\_\_ Colleen Shannon \_\_\_\_\_  
Jamie Lopez \_\_\_\_\_

3) **Approval of Minutes**

a. October 20, 2020

4) **Business from the Floor**

5) **Reports & Presentations**

- a. Monthly Statistics – October 2020

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.folsom.ca.us/city\\_hall/depts/cnc/library/default.asp](https://www.folsom.ca.us/city_hall/depts/cnc/library/default.asp).*

**LIBRARY COMMISSION MINUTES**  
**Regular Meeting**  
**October 20, 2020**

1) **Call to Order**

The meeting was called to order at 6:32 p.m. by Commission Chair Moore.

2) **Roll Call**

**Present:** Commissioners: Batt, Gagliardi, Hutto, Moore, Shannon.

**Absent:** Commissioners: Lopez, Sessarego.

3) **Approval of Minutes**

Commissioner Hutto moved to approve the October 20, 2020 Minutes as written.  
Commissioner Batt seconded. Motion carried.

AYES: Commissioners: Batt, Gagliardi, Hutto, Moore, Shannon.

NOES: Commissioners: None.

ABSENT: Commissioners: Lopez, Sessarego.

ABSTAIN: Commissioners: None.

4) **Business from the Floor**

None.

5) **Reports & Presentations**

- a. Library Director Lori Easterwood presented the September 2020 statistics. Library Director Easterwood commented that September circulation numbers are better than August because we were back open to the public for 3 weeks. Until programming resumes, Library Director Easterwood does not expect our visitor and circulation numbers to increase to what they were last year.  
Library Director Easterwood responded to comments and questions from the Library Commission.

## 6) New Business

- a. Library Director Lori Easterwood discussed the library closure schedule for 2020.

## 7) Library Director's Report

Library Director Lori Easterwood reported on the following:

- The library was recognized by the Chamber of Commerce with the Community Vision Award. Check out the video on Facebook!
- Storytime Outdoors finally started last week, now that the air quality is better.
- Sacramento Public Library (SPL) plans to open seven branches on November 5. These openings are getting media attention, so we may even start to see an increase in our visitors.
- Kathy Nemes, our Circulation Coordinator, is retiring this week after 12 years of service. The Circulation Coordinator position will be frozen at this time, but we were able to hire for the Library Assistant position that had frozen at the start of the pandemic.
- Guidance to commissioners on the Brown Act from the City Attorney about engagement online.
- The Café still does not have a set date to reopen.
- The Friends of the Folsom Library Book Store has been doing pop-up sales on Saturdays. The Book Store earned \$300 from the first sale and \$500 last Saturday.
- New Covid-19 guidelines for libraries will be released by the California State Library. This guidance will be specifically for libraries; currently libraries are grouped with retail.
- Teen Library Council is meeting online but mainly discussing the pre-released books from Young Adult Library Services Association (YALSA). Librarian Amanda Perez will be coming up with more things for the teens.
- Volunteers are back in the library but can only volunteer while we are closed to the public.

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

## 8) Commissioner Comments

Commissioner Batt inquired about why he has been first on book hold lists for several weeks now.

Library Director Lori Easterwood responded that if Folsom does not own an item, but SPL does, then Folsom patrons must wait until all of SPL holds are fulfilled first. Also, items are being checked out for six weeks and then quarantined for seven days, so the turnaround time for books is much slower than normal.

Commissioner Hutto was curious if there will be a meeting in December because terms will be ending and asked about her at-large term. Commissioner Hutto also commented that the library looks wonderful!

Commissioner Gagliardi is very proud of the library and loves sharing with the community all that the library has to offer.

Commissioner Moore was thankful we could have an in-person meeting at the library.

9) **Adjournment**

Meeting adjourned at 6:58 p.m.

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

Alicia Klausung  
Secretary to the Library Commission



	Sept 2020	Oct 2020	Oct 2019	YTD 20-21	YTD 19-20	% Change	
All items checked out or renewed in Folsom	24,054	<b>31,389</b>	51,014	<b>88,555</b>	214,982	-59%	
Folsom items checked out or renewed system wide	24,742	<b>31,764</b>	61,614	<b>91,127</b>	256,155	-64%	
eBook/eAudio items checked out (Overdrive & Enki)	6,495	<b>6,543</b>	3,198	<b>20,344</b>	14,038	45%	
Self check usage	35%	<b>42%</b>	53%	<b>21%</b>	54%	-61%	
Database Sessions (Ebsco, Mango, NYT*)	599	<b>631</b>	737	<b>2,685</b>	2,281	18%	
Public Computer Sessions	168	<b>381</b>	2,611	<b>576</b>	10,469	-94%	
Website Visits	12,104	<b>10,881</b>	12,277	<b>48,692</b>	51,749	-6%	
<b>Library visits - In Building</b>	5,489	<b>8,845</b>	24,201	<b>14,665</b>	95,197	-85%	
Library visits - <b>Curbside (ended 9/19/20)</b>	1,933	<b>N/A</b>	N/A	<b>11,146</b>	N/A	N/A	
New library cards issued	194	<b>116</b>	259	<b>581</b>	1,506	-61%	
Reference questions	312	<b>221</b>	1,770	<b>792</b>	7,120	-89%	
Number of items <b>loaned</b> to other libraries	5,899	<b>6,363</b>	6,901	<b>17,820</b>	26,753	-33%	
Number of items <b>borrowed</b> from other libraries	5,938	<b>6,139</b>	6,027	<b>21,395</b>	24,879	-14%	
Items added (physical items)	1,528	<b>850</b>	1,583	<b>4,271</b>	5,706	-25%	
eItems added - <b>Northnet Consortium</b>	232	<b>1,393</b>	273	<b>1,689</b>	1,258	34%	
eItems added - <b>Folsom only</b>	21	<b>17</b>	66	<b>57</b>	143	-60%	
Volunteer hours worked:							
	<b>Shelving</b>	6	17	101	<b>23</b>	391	-94%
	<b>Library Programs</b>	0	0	148	<b>0</b>	1,014	-100%
	<b>Miscellaneous</b>	33	85	181	<b>118</b>	664	-82%
	<b>Total</b>	39	102	430	141	2,069	-93%
Programming (# held/attendance):							
	<b>Adult</b>	1/5	1/8	30/336	<b>4/23**</b>	108/1,124	-96%/-98%
	<b>Teen</b>	0	0	8/103	<b>0</b>	17/3,12	-100%
	<b>Youth</b>	9/7,084	12/5,740	74/2,576	<b>47/30,456</b>	213/9,603	-78%/217%
	<b>Outreach</b>	0	0	3/26	<b>0</b>	13/427	-100%
	<b>Tours</b>	0	0	8/525	<b>0</b>	15/729	-100%
	<b>Total</b>	10/7,089	13/5,748	123/3,566	51/30,479	366/12,195	-86%/150%
<b>Total Items in Collection:</b>		<b>98,192</b>					
<b>Total Items in Digital Collection (Folsom &amp; Consortium):</b>		<b>55,457</b>					
<b>Total Registered Borrowers:</b>		<b>35,451</b>					

\*NYT data for July, August, September

\*\*Includes July program