



CITY OF
FOLSOM
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CITY OF FOLSOM
 LIBRARY COMMISSION AGENDA
 REGULAR MEETING
 FOLSOM PUBLIC LIBRARY
 411 STAFFORD STREET, FOLSOM, CA
 January 16, 2018
 6:30 PM

1) **Call to Order:**

2) <u>Roll Call:</u>	Commission Members:	Gagliardi	_____	Oliver	_____
		Hutto	_____	Sessarego	_____
		Lopez	_____	Tripette	_____
		McNeil	_____		

3) **Minutes**

- a. November 14, 2017

4) **Business from the Floor**

5) **Reports & Presentations**

- a. Student Success Initiative – Debbie Centi
- b. Virtual Reality and the Libraries Illuminated Grant – Andrew Tweet
- c. Revised New Library Logo Design – Lori Easterwood
- d. Monthly Statistics November 2017
- e. Monthly Statistics December 2017

6) **Teen Liaison Report**

7) **Library Manager’s Report**

8) **Commissioner Comments**

9) **Adjournment:**

Notice: *Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address Commission on an issue which is not on this agenda, when the Chair asks if*

there is any **“Business from the floor,”** you may address the Commission at this time. Please limit your comments to three minutes or less.

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) 355-7375. 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.

LIBRARY COMMISSION MINUTES
Special Meeting
November 14, 2017

1) Call to Order

The meeting was called to order at 6:37 p.m. by Commission Chair Leroy Tripette.

2) Roll Call

Present: Commissioners: Hutto, McNeil, Oliver and Tripette.

Absent: Commissioners: Gagliardi, Lopez and Sessarego.

3) Minutes

Commissioner Hutto moved to approve the September 19, 2017 Minutes as written.
Commissioner Oliver seconded. Motion carried.

AYES: Commissioners: Hutto, McNeil, Oliver and Tripette.
NOES: Commissioners: None.
ABSTAIN: Commissioners: None.
ABSENT: Commissioners: Gagliardi, Lopez and Sessarego.

4) Business from the Floor

A member of the public asked the Teen Liaison when the next Teen Board Game Night will be, and if the Library will be having the Tween Book Club next summer.

5) Reports & Presentations

- a. City Librarian Lori Easterwood previewed the revised Library promotion video. The promotion video was updated and improved after using feedback from the Library Commission, Teen Council, and the children in the video and their families. A few other changes will be made to this revised version before the final video airs on social media.
- b. City Librarian Easterwood shared a presentation provided by Municipal Resource Group on the Folsom Public Library Needs Assessment. The presentation summarized the findings and recommendations based on the review of the data collected and community input; to see details of these findings and recommendations refer to the Folsom Public Library Needs Assessment May 2017.
- c. City Librarian Easterwood presented the September Statistics. She noted the new line added, "Folsom items checked out or renewed system wide" which will give a better picture of how our collection is performing.

- d. City Librarian Easterwood presented the October Statistics. Lori discussed how the 82% increase of the "Database Sessions" line was likely because of the local school librarians educating students about our website.

6) Teen Liaison Report

Teen Liaison Shreya Gowda introduced herself and gave a brief overview of activities from the Teen Council meetings. Most recently, teen volunteers helped with the Geronimo Stilton Party; teens assisted with activities and a teen dressed up as Geronimo Stilton for the children to meet.

7) Library Manager Report

City Librarian Easterwood reported on the following:

- The Geronimo Stilton Party was a success, and two teen volunteers were kind enough to wear the Geronimo Stilton costume.
- The Library Directors' Forum was held last month in Riverside, California. Lori met with other California Library Directors, learned about upcoming grant ideas, and visited a co-located library to get ideas for future library plans in Folsom.
- Local author Erin Dealey will present a special storytime featuring her book *K is for Kindergarten*. Barnes & Noble will be doing books sale for us.
- Debbie attended the California Library Association Conference because she is the incoming chair of the Summer Reading Program.
- Andrew's 27/9/3 statement this month is about Virtual Reality (VR). The VR system will be open during the same time as the 3D printing lab. We should find out this week if we received the grant to fund improvements to our 3D printing and Virtual Reality programs.
- A Lego building competition event is scheduled for January with special guest judges.

8) Commissioner Comments


Commissioner McNeil stated that the Lego competition sounds like a great event and will help bring more children into the Library.

Commissioner Hutto commented on the Needs Assessment and how it is a reflection of how well managed the library is under Lori's leadership and with such a great staff.

Commissioner Tripette echoed his colleague's comments about the Needs Assessment and how the Library is doing fabulous work. He hopes that our council leaders will use this new information to reevaluate the existing plan to ensure it can still be successful.

9) Adjournment

Meeting adjourned at 7:33 pm.


Alicia Klausung
Secretary to the Library Commission

REPORTS & PRESENTATIONS
Agenda Item No: 5a.
Library Commission Meeting: 01/16/2018

DATE: January 16, 2018
TO: Library Commission Members
FROM: Debbie Centi, Youth Services Librarian
SUBJECT: **STUDENT SUCCESS INITIATIVE**

Youth Services Librarian Debbie Centi will provide an update on the Student Success Initiative grant and My First Library Card program.

Respectfully submitted,


Debbie Centi, Youth Services Librarian

REPORTS & PRESENTATIONS
Agenda Item No: 5b.
Library Commission Meeting: 01/16/2018

DATE: January 16, 2018
TO: Library Commission Members
FROM: Andrew Tweet, Lead Senior Librarian
SUBJECT: **VIRTUAL REALITY AND THE LIBRARIES ILLUMINATED
GRANT**

Lead Senior Librarian Andrew Tweet will present on the new Virtual Reality programming and the implementation of the Libraries Illuminated grant.

Respectfully submitted,



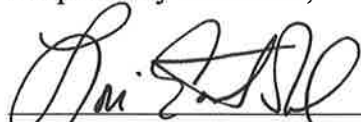
Andrew Tweet, Lead Senior Librarian

REPORTS & PRESENTATIONS
Agenda Item No: 5c.
Library Commission Meeting: 01/16/2018

DATE: January 16, 2018
TO: Library Commission Members
FROM: Lori Easterwood, City Librarian
SUBJECT: **REVISED NEW LIBRARY LOGO DESIGN**

City Librarian Lori Easterwood will present the revised new library logo design.

Respectfully submitted,

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

Lori Easterwood, City Librarian



Monthly Snapshot - November 2017

REPORTS & PRESENTATIONS

Agenda Item No: 5d.

Library Commission Meeting: 01/16/2018

	Oct 2017	Nov 2017	Nov 2016	YTD 17-18	YTD 16-17	% Change
All items checked out or renewed in Folsom	46,445	47,482	48,910	249,609	253,073	-1%
Folsom items checked out or renewed system wide	56,279	57,921	54,804	296,833	290,168	2%
eBook/eAudio items checked out	1,601	1,665	1,474	8,568	7,477	15%
Self check usage	53%	53%	50%	52%	49%	6%
Database Sessions (Ebsco, Mango)	4,880	1,052	1,344	7,069	4,657	52%
Public Computer Sessions	2,315	1,986	2,291	12,050	12,438	-3%
Website Visits	10,903	10,032	7,516	54,718	38,461	42%
Library visits	21,715	20,265	18,444	113,603	112,085	1%
New library cards issued	265	274	217	1,559	1,734	-10%
Reference questions	1,303	1,666	1,245	7,666	7,479	3%
Number of items loaned to other libraries	5,519	5,121	4,895	28,691	28,125	2%
Number of items borrowed from other libraries	5,768	5,304	5,306	31,036	30,040	3%
Items added (physical items)	1,338	838	855	6,045	4,461	36%
eItems added - Northnet Consortium	36	177	52	636	306	108%
eItems added - Folsom only	25	67	0	165	169	-2%
Volunteer hours worked:						
Shelving	98	116	116	512	738	-31%
Library Programs	181	140	139	1,167	1,133	3%
Miscellaneous	291	207	176	907	781	16%
Total	570	463	431	2,586	2,652	-2%
Programming (# held/attendance):						
Adult	23/303	23/203	15/202	112/1194	80/1011	40%/18%
Teen	5/45	5/68	4/42	18/273	14/200	29%/37%
Youth	55/2370	50/2258	48/2026	222/10755	208/9702	7%/11%
Outreach	7/500	4/70	4/60	26/1117	19/566	37%/97%
Tours	5/65	1/12	3/264	12/239	7/369	71%/-35%
Total	95/3283	83/2611	74/2594	390/13578	328/11848	19%/15%

Total Items in Collection:	88,957
Total Items in Digital Collection:	8,496
Total Registered Borrowers:	1,769
	33,657



Monthly Snapshot - December 2017

REPORTS & PRESENTATIONS

Agenda Item No: 5c.

Library Commission Meeting: 01/16/2018

	Nov 2017	Dec 2017	Dec 2016	YTD 17-18	YTD 16-17	% Change
All items checked out or renewed in Folsom	47,482	45,044	38,053	294,653	291,126	1%
Folsom items checked out or renewed system wide	57,921	54,808	51,907	351,641	342,075	3%
eBook/eAudio items checked out	1,665	1,671	1,522	10,239	8,999	14%
Self check usage	53%	54%	51%	53%	49%	8%
Database Sessions (Ebsco, Mango)	1,052	875	1,170	7,944	5,827	36%
Public Computer Sessions	1,986	2,024	2,073	14,074	14,511	-3%
Website Visits	10,032	10,518	6,948	65,236	45,409	44%
Library visits	20,265	19,346	18,350	132,949	130,435	2%
New library cards issued	274	211	233	1,770	1,967	-10%
Reference questions	1,666	1,494	1,089	9,160	8,568	7%
Number of items loaned to other libraries	5,121	5,344	5,208	34,035	33,333	2%
Number of items borrowed from other libraries	5,304	5,596	5,869	36,632	35,909	2%
Items added (physical items)	838	658	912	6,703	5,373	25%
eItems added - Northnet Consortium	177	146	56	782	362	116%
eItems added - Folsom only	67	82	62	247	231	7%
Volunteer hours worked:						
Shelving	116	95	110	607	848	-28%
Library Programs	140	121	117	1,288	1,250	3%
Miscellaneous	207	158	146	1,065	927	15%
Total	463	374	373	2,960	3,025	-2%
Programming (# held/attendance):						
Adult	23/203	18/213	16/180	130/1407	96/1191	35%/18%
Teen	5/68	3/40	2/21	21/313	16/221	31%/42%
Youth	50/2258	47/1897	42/1902	269/12652	250/11604	8%/9%
Outreach	4/70	3/135	3/61	29/1252	22/627	32%/100%
Tours	1/12	1/40	0	13/279	7/369	86%/-24%
Total	83/2611	72/2325	63/2164	462/15903	391/14012	18%/13%

Total Items in Collection:	88,688
Total Items in Digital Collection:	8,760
Consortium	1,824
Folsom	33,855
Total Registered Borrowers:	