

CITY OF
FOLSOM
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CITY OF FOLSOM
LIBRARY COMMISSION AGENDA
REGULAR MEETING
FOLSOM PUBLIC LIBRARY
411 STAFFORD STREET, FOLSOM, CA
March 20, 2018
6:30 PM

1) **Call to Order:**

2) **Roll Call:** **Commission Members:**

Gagliardi	_____	Oliver	_____
Hutto	_____	Sessarego	_____
Lopez	_____	Tripette	_____
McNeil	_____		

3) **Election of Chair and Vice Chair**

4) **Approval of Minutes**

a. February 20, 2018

5) **Business from the Floor**

6) **Reports & Presentations**

- a. Forecasting New Electronic Resources
- b. Monthly Statistics - February 2018

7) **Teen Liaison Report**

8) **Library Manager's Report**

9) Commissioner Comments

10) 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 hour.

LIBRARY COMMISSION MINUTES
Regular Meeting
February 20, 2018

1) **Call to Order**

The meeting was called to order at 6:38 p.m. by Commission Chair Leroy Tripette.

2) **Roll Call**

Present: Commissioners: Gagliardi, Lopez, Sessarego and Tripette.

Absent: Commissioners: Hutto, McNeil and Oliver.

3) **Minutes**

Commissioner Sessarego moved to approve the January 16, 2018 Minutes as written.
Commissioner Lopez seconded. Motion carried.

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

4) **Business from the Floor**

None.

5) **Reports & Presentations**

- a. City Librarian Lori Easterwood presented the January Statistics. Lori noted that self-check usage is up by 8%. Lori's goal is to eventually increase self-check usage to 60%. Leroy questioned the decrease in volunteer hours. Lori responded that the volunteer coordinator was out for around 6 weeks, so additional volunteers were not added during this period. Lori mentioned that volunteer hours may begin to increase because Youth Librarian Amanda Perez started a new teen volunteer shelving and library beautification program on Fridays and Saturdays.

6) **Old Business**

- a. City Librarian Lori Easterwood updated the Library Commission on the new Library logo design and rebranding progress. Using the feedback from the Library Commission, instead of a complete rebranding at this time, the designer was directed to refine the current logo. The notable logo changes are the font, and the word "Library" is now the largest word for emphasis. The designer will also create templates for library flyers, and bookmarks with library hours.

7) **New Business**

- a. City Librarian Lori Easterwood reviewed the Library Closure Schedule for 2018. Lori noted that the early closure on July 3, 2018 is because of the conflict with the Folsom Rodeo, and the early closure on November 21, 2018 is because Wednesdays are the quietest night for the Library, especially before a major holiday. The Library Commissioners discussed whether the Library should be closed on Easter Sunday.

8) Teen Liaison Report

Shreya Gowda and Snehaa Ganesh Kumar reported on the recent Teen Library Council activities. Snehaa mentioned a new teen program series called #LifeHacks. For the first #LifeHacks program, a representative from Whole Foods taught teens how to cook several easy recipes. The new series will also include a financial planning presentation, and a college application preparation presentation. Shreya noted that the next Teen Game Night will be held this Friday (February 23, 2018).

9) Library Manager Report

City Librarian Lori Easterwood reported on the following:

- The Student Success Initiative, My First Library Card program began this month. Out of 850 library cards in total, 155 cards have been distributed, and 15 cards have already been returned to activate. Lori is expecting a 25% return rate. In addition to distributing library cards to all the local kindergarteners, this program will develop connections with teachers, and help promote our programs in the community.
- The Library received 125 free copies of *The Nature Fix* by Florence Williams for the Book-To-Action program. Each book has an informational sticker on the back about the Book-to-Action program. Ideally, participants will read the book and pass it on to someone else. Book-to-Action programs will be held in May and June 2018. Lori handed out a copy of the book for the Library Commissioners to take and read.
- Senior Lead Librarian, Andrew Tweet developed a new adult program called Entrepreneur Storytime. This program will allow local entrepreneurs to share stories behind local businesses and business people. Justin Raithe will present at the first program on Tuesday, March 13, 2018 at 7:30am.
- The March First Friday program will feature author Kristine Balog. She will talk about her book *Caravaggio of Oil and Blood*.
- Sherie Labedis will discuss her book about the Civil Rights Movement for our Local Author Series on March 3, 2018.

10) Commissioner Comments

Commissioner Sessarego announced that the Friends of the Library semi-annual book sale will be held Friday, March 9, 2018 through Sunday, March 11, 2018.

Commissioner Lopez commented about whether the Library had ever considered creating library trading cards; trading different items engages children and excites them to get involved.

11) Adjournment

Meeting adjourned at 7:12 pm.



Alicia Klausung

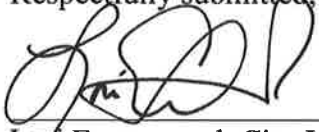
Secretary to the Library Commission

REPORTS & PRESENTATIONS
Agenda Item No: 6a.
Library Commission Meeting: 03/20/2018

DATE: March 20, 2018
TO: Library Commission Members
FROM: Lori Easterwood, City Librarian
SUBJECT: **FORECASTING NEW ELECTRONIC RESOURCES**

City Librarian Lori Easterwood will present upcoming changes to the Library's electronic resources. Lori will discuss Pika, an online catalog service, and enki Library, an eBook platform.

Respectfully submitted,



Lori Easterwood, City Librarian



Monthly Statistics - February 2018

REPORTS & PRESENTATIONS

Agenda Item No: 6b.

Library Commission Meeting: 03/20/2018

	Jan 2018	Feb 2018	Feb 2017	YTD 17-18	YTD 16-17	% Change
All items checked out or renewed in Folsom	51,282	47,074	42,298	393,009	382,280	3%
Folsom items checked out or renewed system wide	60,320	54,181	53,820	466,142	452,855	3%
eBook/eAudio/eMagazine items checked out	1,961	1,714	1,448	13,914	12,085	15%
Self check usage	52%	51%	51%	52%	49%	6%
Database Sessions (Ebsco, Mango)	825	647	800	9,416	7,279	29%
Public Computer Sessions	2,249	2,063	2,403	18,386	19,219	-4%
Website Visits	10,518	11,362	7,894	87,116	63,532	37%
Library visits	22,825	21,055	15,844	176,829	169,632	4%
New library cards issued	326	203	258	2,299	2,523	-9%
Reference questions	1,906	1,563	1,147	12,629	11,003	15%
Number of items loaned to other libraries	5,693	5,477	5,650	45,205	44,637	1%
Number of items borrowed from other libraries	6,621	5,666	6,784	48,919	49,472	-1%
Items added (physical items)	849	920	1,129	8,472	7,343	15%
eItems added - Northnet Consortium	102	102	168	986	561	76%
eItems added - Folsom only	55	7	0	309	231	34%
Volunteer hours worked:						
Shelving	114	114	120	835	1,094	-24%
Library Programs	181	163	154	1,632	1,563	4%
Miscellaneous	207	205	175	1,477	1,276	16%
Total	502	482	449	3,944	3,933	0%
Programming (# held/attendance):						
Adult	23/340	21/346	18/360	174/2093	131/1721	33%/22%
Teen	3/45	9/92	6/75	33/450	28/373	18%/21%
Youth	53/3080	55/2413	48/2408	377/18145	347/17055	9%/6%
Outreach	5/635	12/747	4/98	46/2634	29/787	59%/235%
Tours	1/8	0	0	14/287	7/369	100%/-22%
Total	85/4108	97/3598	76/2941	644/23609	542/20305	19%/16%

Total Items in Collection:	89,257
Total Items in Digital Collection:	8,878
Total Registered Borrowers:	1,440
	31,259