



CITY OF
FOLSOM
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CITY OF FOLSOM
LIBRARY COMMISSION AGENDA
REGULAR MEETING
FOLSOM PUBLIC LIBRARY
411 STAFFORD STREET, FOLSOM, CA
April 17, 2018
6:30 PM

1) **Call to Order:**

2) **Roll Call:**

Commission Members:

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

3) **Approval of Minutes**

a. March 20, 2018

4) **Business from the Floor**

5) **Reports & Presentations**

- a. Book-to-Action and Beanstack Software Demonstration
- b. Monthly Statistics - March 2018

6) **New Business**

- a. Review of Library Hours for the 2018 Amgen Tour of California Stage 6 Men's Start

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
March 20, 2018

1) Call to Order

The meeting was called to order at 6:36 p.m. by Commission Vice Chair Oliver.

2) Roll Call

Present: Commissioners: Gagliardi, Hutto, Lopez, McNeil, Oliver, Sessarego.

Absent: Commissioners: Tripette.

Commission Vice Chair Oliver announced that Approval of Minutes would be taken next, and Election of Chair and Vice Chair would be moved down on the agenda, out of order.

3) Election of Chair and Vice Chair

(This item was moved down on the agenda, out of order.)

4) Approval of Minutes

Commissioner Lopez moved to approve the February 20, 2018 Minutes as written.

Commissioner Sessarego seconded. Motion carried.

AYES: Commissioners: Gagliardi, Hutto, Lopez, McNeil, Oliver, Sessarego.

NOES: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: Tripette.

5) Business from the Floor

None.

6) Reports & Presentations

- a. City Librarian Lori Easterwood presented upcoming changes to the Library's electronic resources. Lori discussed enki Library, an eBook platform. This platform will be free of charge for the Library and will provide access to many more items. Many of the books on this platform are lesser known, small press titles. Lori explained that enki Library is a separate platform and will be added in addition to Overdrive. Lori also discussed Pika, an online catalog service, by navigating through the catalog on Anythink Library's webpage. We will be switching to Pika from the current service, Encore. Sacramento Public Library has decided to make this switch, so our contract will include Pika. Pika has several features that make the catalog easier for patrons to use. This new system will also allow all of our eBooks to be added to the online catalog. The format of Pika is very different from Encore, so the public may be resistant to the

change. Both enki Library and Pika will likely roll out in the beginning of the next fiscal year; however, no firm dates have been announced.

- b. City Librarian Lori Easterwood presented the February Statistics. Commissioner Sessarego questioned if the lower numbers in February 2018, compared to January 2018, are because February is a shorter month. Lori suggested analyzing the Year to Date columns, which better reflects overall growth. Lori mentioned that outreach numbers should be up significantly next month because of school visits for the My First Library Card program.

7) **Teen Liaison Report**

None.

8) **Library Manager Report**

City Librarian Lori Easterwood reported on the following:

- National Library Week is April 8th-14th. Special programs will be happening that week, and staff has several posts planned for social media. Friends of the Folsom Library will be hosting a lunch for the Library staff on April 13th.
- Friends of the Folsom Library raised over \$6,500 at the March book sale, which was one of the most successful March sales. Library staff added many books to the collection from this sale. Recently, a deceased woman's family donated her entire book collection that was in pristine condition. The lobby display in the Library is now featuring items from this recent bequest, and other items added from the sale.
- Volunteer Appreciation Week is April 15th -21st. By the end of the year, total volunteer hours will be equivalent to adding around two full-time members of staff. This year to show appreciation, our theme will be associated to snack puns. For regular, weekly programs, special snacks and refreshments will be provided for volunteers. The volunteer coordinators will also receive special appreciation gifts.
- Congressional Art Competition pieces, from Congressman Bera's office, will be displayed in the Library for two weeks, starting April 16th. Local high school students were able to submit art from each congressional district.
- 3D printing and Virtual Reality (VR) program dates have changed. 3D printing will only be offered the 1st and 3rd Sundays now, and VR will be offered the 2nd and 4th Sundays. This change is due to the lack of dedicated volunteers for 3D printing.
- Entrepreneur Storytime kicked off on Tuesday, March 13th, at 7:30 a.m. 12 people attended Justin Raithel's presentation. This program may eventually be modified because Tuesday morning programs make staffing difficult in the evening.
- School visits for the My First Library Card program have been completed. After visiting over 850 students, 142 cards have been returned to activate. This return rate is around 16%. Students will still trickle in, so the return rate may increase.

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

(As announced earlier, this item was moved down on the agenda, out of order.)

Commissioner McNeil nominated Commissioner Hutto for Chair, and Commissioner Gagliardi for Vice Chair. Commissioner Oliver seconded the proposal. Proposal carried.

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

9) Commissioner Comments

Commissioner Lopez asked about the process for getting books by local authors into the Library. She recommended *Daisy and Dirty Dozen* by Brian Wallace, and also mentioned author Marianne Reese.

Commissioner Gagliardi recommended author Patricia Newman for a possible author visit program at the Library. Recently, Patricia presented to a local school about not being afraid to write. The author's message sparked an interest in writing over all age groups at the school.

Commissioner Sessarego invited everyone to the Friends of the Folsom Library bookstore to see the new shelving and arrangements. Since Ken Anderson took over, the bookstore is making a lot more money.

Commissioner McNeil commented that he is amazed with all the different ideas and programs.

Commissioner Gagliardi also commented about a Read Across America event where children dressed up as their favorite book character. She suggested this idea as an easy program for the Library, possibly during the summer. Children love to dress up, and it would help excite them about reading.

Commissioner Hutto is excited about Pika because she finds Encore cumbersome. She inquired about the events planned for National Library Week.

10) Adjournment

Meeting adjourned at 7:25 p.m.



Alicia Klausung
Secretary to the Library Commission

REPORTS & PRESENTATIONS
Agenda Item No: 5a.
Library Commission Meeting: 04/17/2018

DATE: April 17, 2018
TO: Library Commission Members
FROM: Lori Easterwood, City Librarian
SUBJECT: **BOOK-TO-ACTION AND BEANSTACK SOFTWARE
DEMONSTRATION**

City Librarian Lori Easterwood will present Beanstack, the Library's new software service. Lori will demonstrate how to use the software by discussing the upcoming Book-to-Action program.

Respectfully submitted,



Lori Easterwood, City Librarian



Monthly Statistics - March 2018

REPORTS & PRESENTATIONS

Agenda Item No: 5b.

Library Commission Meeting: 04/17/2018

	Feb 2018	Mar 2018	Mar 2017	YTD 17-18	YTD 16-17	% Change
All items checked out or renewed in Folsom	47,074	53,474	51,865	446,483	434,145	3%
Folsom items checked out or renewed system wide	54,181	62,440	59,038	528,582	511,893	3%
eBook/eAudio/eMagazine items checked out	1,714	1,879	1,486	15,793	13,571	16%
Self check usage	51%	52%	51%	52%	49%	6%
Database Sessions (Ebsco, Mango)	647	3,276	3,636	12,692	10,915	16%
Public Computer Sessions	2,063	2,377	2,634	20,763	21,853	-5%
Website Visits	11,362	13,176	7,676	100,292	71,208	41%
Library visits	21,055	24,580	21,960	201,409	191,592	5%
New library cards issued	203	425	339	2,724	2,862	-5%
Reference questions	1,563	1,908	1,281	14,537	12,284	18%
Number of items loaned to other libraries	5,477	5,694	5,612	50,899	50,249	1%
Number of items borrowed from other libraries	5,666	6,621	7,060	55,540	56,532	-2%
Items added (physical items)	920	1,270	1,370	9,742	8,713	12%
eItems added - Northnet Consortium	102	42	103	1,028	664	55%
eItems added - Folsom only	7	26	69	335	300	12%
Volunteer hours worked:						
Shelving	114	122	150	957	1,244	-23%
Library Programs	163	130	159	1,762	1,722	2%
Miscellaneous	205	202	152	1,679	1,428	18%
Total	482	454	461	4,398	4,394	0%
Programming (# held/attendance):						
Adult	21/346	20/237	18/317	194/2330	149/2038	30%/14%
Teen	9/92	1/64	3/45	34/514	31/418	10%/23%
Youth	55/2413	58/2758	56/2633	435/20903	403/19688	8%/6%
Outreach	12/747	5/753	5/457	51/3387	34/944	50%/259%
Tours	0	2/70	4/111	16/357	11/480	45%/-26%
Total	97/3598	86/3882	86/3263	730/27491	628/23568	16%/17%
Total Items in Collection:	89,444					
Total Items in Digital Collection:	8,928					
Total Registered Borrowers:	1,449					
	31,573					

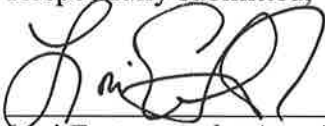
Total Items in Collection:	89,444
Total Items in Digital Collection:	8,928
Total Registered Borrowers:	1,449
	31,573

NEW BUSINESS
Agenda Item No: 6a.
Library Commission Meeting: 04/17/2018

DATE: April 17, 2018
TO: Library Commission Members
FROM: Lori Easterwood, City Librarian
SUBJECT: **REVIEW OF LIBRARY HOURS FOR THE 2018 AMGEN TOUR
OF CALIFORNIA STAGE 6 MEN'S START**

City Librarian Lori Easterwood will present to the commission information on the Library hours for the 2018 Amgen Tour of California. The tour's Stage 6 men's start festivities on Friday, May 18, 2018, are centered in and around the Rodeo Arena, with the official starting line on the Johnny Cash Trail. The national anthem will be at about 9:40, and the riders will take off at 9:45 on a race to Lake Tahoe. As a result of this event, the Library will delay opening until 11:00 a.m. on May 18, 2018.

Respectfully submitted,



Lori Easterwood, City Librarian