

LIBRARY COMMISSION MINUTES
Regular Meeting
January 17, 2017

1) **Call to Order:**

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

2) **Roll Call**

Present: Commissioners: Gagliardi, Hutto, Oliver, Sessarego, Tripette.

Absent: Commissioners: McNeil.

3) **Oath of Office**

Library Manager Easterwood administered the Oath of Office to Commissioners Gagliardi, Sessarego and Tripette. Commissioner McNeil was absent.

4) **Election of Chair and Vice Chair**

Commissioner Sessarego nominated Commissioner Tripette for Chair; Commissioner Hutto nominated Commissioner Oliver for Vice Chair. Proposal carried.

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

5) **Minutes:**

Commissioner Oliver moved to approve the November 15, 2016 Minutes as written.
Commissioner Hutto seconded. Motion carried.

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

6) **Business from the Floor:**

Rob Bulaga questioned the Commission as to the likelihood of the Library increasing its hours and staffing in light of the recovery of the City's budget since the recession. He noted that Library service was severely cut in earlier years, and asked that Commissioners speak to their City Council members as to returning the service model to pre-recession levels.

7) Reports & Presentations

a. Monthly Statistics November 2016

Library Manager Easterwood reviewed the November 2016, statistics.

b. Monthly Statistics December 2016

Library Manager Easterwood reviewed the December 2016 statistics.

c. Five Year Statistics Review

Commissioner Oliver noted that volunteer service hours have increased by about a 2/3 margin over the five years. He indicated that this is likely reflected in the decreased budget, with volunteers performing tasks that library staff would normally have done.

Commissioner Tripette remarked that this shows how the community has become aware of the budget difficulties experienced by the Library, and members are volunteering to show their support and appreciation of the services that the Library offers.

Commissioner Sessarego noted that some of this increase may also be due to better tracking of volunteer hours. Library Manager Easterwood concurred, saying that we have much better ability to capture volunteer service hours using our online “Volgistics” program.

Library Manager Easterwood reviewed materials checkout over the five-year period, and said that our library is above the national average, with our circulation figures being up overall while nationally those numbers have decreased.

It was noted that reference questions have declined significantly, while program attendance has shown remarkable increases. Library Manager Easterwood indicated that this shows how communities are changing in how they use libraries, and that we will likely see this trend continue.

Commissioner Oliver asked if we could know the breakdown of library cards issued, children versus adults.

Commissioner Sessarego asked if there has been any improvement in outstanding library fines. Library Manager Easterwood responded with a brief description of our materials recovery program and its success.

d. NoveList Database Demonstration

Library Manager Easterwood demonstrated the NoveList database for attendees. She spoke briefly about our grant from NoveList, promotional materials, and enthusiasm from our patrons who have used it.

8) Teen Liaison Report

Library Teen Liaison Vidhisha Mahesh informed the Commission of the upcoming “Harry Potter Palooza” January 21st. She said that there were about 24 teen volunteers signed up to work this event, and was hopeful that more teens would commit to helping out.

Library Teen Liaison Megha Dontha reported that the Library Teen Council is forming a book club. They have selected books for three months of meetings. Five teens have signed up to participate, and she is hopeful that more will want to join in once it is advertised.

9) **Library Manager Report**

Library Manager Easterwood reported on the following:

- Several staff members retired this past fall. Mary Alice McClarin in November, Janet Robinson and Julie Rinaldi in December. Human Resources is currently working to fill Janet's position.
- Work is progressing on our genre shift in the Adult Collection wing. Andrew and Phyllis are working on a poster surveying patrons on their favorite genres and where they would like to find them.
- We have a teen library intern from Folsom Lake High School! Michael is a senior at Folsom Lake and will be working at the Library Tuesday through Friday from 12:45-2:30pm, and receiving school credit for his efforts.
- With all of the rain recently, the Library is noticing some leaking from the roof and windows. An assessment was made as to repair needs, and a bid will be put out to facilitate this.

10) **Commissioner Comments**

Commissioner Hutto wondered if the Library needed additional volunteers. If there is a specific need for an event that is being hosted, the Library can approach local service organizations for assistance.

Commissioner Hutto also remarked on an app that is available called "Library Extension". If you are searching on Amazon for a particular title, this app will tell you if it is available at your library.

Commissioner Gagliardi stated that she was grateful for the opportunity to serve on the Library Commission and was looking forward to working with, and getting to know, everyone.

Commissioner Oliver remarked on the new Barnes and Noble in Folsom and suggested that the Library collaborate with them for materials and events. Library Manager Easterwood said that the Library will be doing a fundraiser with Barnes and Noble in April for National Library Week.

Commissioner Sessarego welcomed Commissioner Gagliardi, thanked the Teen Liaisons for their report, and congratulated Commissioners Tripette and Oliver on their selection as chair and vice chair.

Commissioner Tripette indicated that he was very excited about the upcoming First Friday presentation on the life of William Leidesdorff. He will promote it on his social media network.

11) **Adjournment**

Meeting adjourned at 7:31 pm.

Kathy Nemes
Secretary to the Library Commission