

**LIBRARY COMMISSION MINUTES**  
**Regular Meeting**  
**April 19, 2016**

1) **Call to Order:**

The meeting was called to order at 6:31 p.m. by Commission Chair Oliver.

2) **Roll Call**

**Present:** Commissioners Calderwood, Hutto, Raithel, Sessarego, Tripette.

**Absent:** Commissioners L'Heureux, Oliver.

3) **Minutes**

Commissioner Tripette moved to approve the March 22, 2016, Minutes as written.  
Commissioner Calderwood seconded the motion. Motion carried.

AYES:	Commissioners: Hutto, Sessarego, Tripette, Raithel.
NOES:	Commissioners: None.
ABSENT:	Commissioners: L'Heureux, Oliver
ABSTAIN:	Commissioners: Calderwood

4) **Business from the Floor**

None.

5) **Reports and Presentations**

Commissioner Oliver arrived at 6:34 p.m.

- a. Item b. Folsom High School Student Presentation was moved up on the agenda.

Three Members of Folsom High School's Civil Engineering and Architecture Class presented library building projects they developed.

- b. Monthly Statistics March 2016

Library Manager Easterwood reviewed the March 2016 statistics.

## 6) Teen Liaison Report

Teen Liaison Yusayera Zafir talked about Teen Game Night, stating there were about 30-40 teens in attendance. She also stated that the members of the Teen Library Council have been helping with programming for younger children.

## 7) Library Manager Report

Library Manager Easterwood reported on the following:

- Library Manager Easterwood has accepted the permanent position of Library Manager effective July 1, 2016.
- Unique Management—fines and materials recovery service
  - Dollars received \$8,853.08
  - Material returned \$12,719.77
  - Cost to us \$4591.35
- It is a firm no about assigned parking city wide.
- Our new Library on the Move van is in the parking lot and we are using it now for community outreach.
- Library Manager Easterwood will meet with Anne Marie Gold regarding the Needs Assessment on Wednesday, April 27, 2016.
  - The Needs Assessment will help determine decision making about re-opening Norman R. Siefkin Public Library (NRS).
- Harwood training—May 23-25, 2016, Lori Easterwood, Debbie Centi, and Kathy Nemes will attend.
  - The Harwood Institute for Public Innovation is a national organization that teaches and coaches people and organizations to solve pressing problems and change how communities work together. The Harwood practice is a pivotal part of the American Library Association's current Libraries Transforming Communities (LTC) initiative.
  - \$500 travel allowance for each participant
- Budget—slight increase in standard budget request (\$2440) but an additional \$102,390 requested in Proposed Service Level requests.
  - \$30,000 for library materials.
  - \$6,625 to repair clocks.
  - \$5,000 for LED lights.
  - \$61,125 for personnel—new library assistant position.

## 8) Commissioner Comments

Commissioner Hutto stated she hopes NRS can re-open.

Commissioner Calderwood stated she is looking forward to the Needs Assessment process

Commissioner Calderwood stated that there is a new principal at Vista del Lago High School; Dr. Dickson is taking a position with the FCUSD.

Commissioner Oliver asked if the van would remain in the library parking lot overnight.

Library Manager Easterwood responded that yes the van would remain in the parking lot at night, the large TV that was purchased for installation in the van has been returned. Nothing of substantial value will remain overnight.

Commissioner Tripette stated it is nice to have Library Manager Dale staying on board.

Commission Chair Raithel thanked the Commission for submitting their Community Service Day ideas. Commission Chair Raithel stated that there will be better advertising in the library this year for this event.

**9) Adjournment**

Meeting adjourned at 7:40 pm.

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Janet Robinson  
Senior Office Assistant