

LIBRARY COMMISSION MINUTES
Regular Meeting
June 21, 2016

1) Call to Order:

The meeting was called to order at 6:33 p.m. by Commission Chair Raithel.

2) Roll Call

Present: Commissioners: Hutto, L'Heureux, Oliver, Raithel, Sessarego, Tripette.

Absent: Commissioners: Calderwood.

3) Minutes

Commissioner Oliver moved to approve the April 19, 2016, Minutes as written.
Commissioner Hutto seconded the motion. Motion carried.

AYES: Commissioners: Hutto, L'Heureux, Oliver, Raithel, Sessarego,
Tripette.

NOES: Commissioners: None

ABSENT: Commissioners: L'Heureux, Oliver

ABSTAIN: Commissioners: Calderwood

4) Business from the Floor

None.

5) Reports and Presentations

a. Monthly Statistics April 2016

Library Manager Easterwood reviewed the April 2016 statistics.

b. Monthly Statistics May 2016

Library Manager Easterwood reviewed the May 2016 statistics.

c. Library Needs Assessment

Library Manager Easterwood reviewed the Needs Assessment Timeline as prepared by Municipal Resource Group, LLC.

6) **New Business**

a. Harwood Method-Turning Outward

Library Manager Easterwood presented an activity from the Harwood Method Training she attended on May 23 – 25, 2016 focused on Libraries Transforming Communities. The activity centered on finding aspirations for our community, the challenges we face in reaching these aspirations, and the changes needed in our community to reach our aspirations.

7) **Teen Liaison Report**

None

8) **Library Manager Report**

Library Manager Easterwood reported on the following:

- Staffing-hiring a Permanent Part-time Library Assistant.
- Senior Lead Librarian recruitment is open.
- Turning power and WiFi off when we are closed.
- Police Department is hiring a new officer to deal with our homeless situation.
- The Friends have donated an additional \$35,000. \$30,000 for the collection and \$5,000 for staff development.
- Having a Library Commission training on the Brown Act.
- Library Manager Easterwood is starting a newsletter and will send it to the Library Commissioners as well.
- Update on our Summer Reading Program.

9) **Commissioner Comments**

Commissioner Tripette stated that he enjoyed the Harwood activity.

Commissioner Hutto concurred.

Commissioner Hutto asked about a Drive-up Book Drop in the parking lot.

Commissioner Hutto inquired how the donations are from the Dewey Donation Station,

Commissioner Chair Raithel stated he has never been to the Norman R. Siefkin Library but the sign is still there. He stated a tour of the library would be nice.

Commissioner Sessarego asked if there would be a July Commission meeting, it was decided that it would be up to Library Manager Easterwood's discretion.

10) Adjournment

Meeting adjourned at 7:40 pm.

Janet Robinson
Senior Office Assistant