

LIBRARY COMMISSION MINUTES
Regular Meeting
September 20, 2016

1) **Call to Order:**

The meeting was called to order at 6:34 p.m. by Commission Vice Chair Oliver.

2) **Roll Call**

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

Absent: Commissioners: Calderwood.

Vice Chair Oliver requested a swap between items # 3 & 4 so Commissioner McNeil could be sworn in prior to the election of Chair and Vice Chair.

3) **Oath of Allegiance**

Library Manager Easterwood administered the Oath of Allegiance to Commissioner McNeil.

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

Commissioner L'Heureux nominated Vice Chair Oliver for Chair, commissioner Hutto seconded the motion. Motion carried.

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

Commissioner Sessarego nominated Commissioner L'Heureux for Vice Chair, Commissioner L'Heureux declined.

Commissioner Hutto nominated Commissioner Tripette for Vice Chair, Commissioner McNeil seconded the motion. Motion carried.

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

5) **Minutes**

Commissioner L'Heureux moved to approve the August 16, 2016, Minutes as written. Commissioner Sessarego seconded the motion. Motion carried.

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

6) **Business from the Floor**

None.

7) **Reports and Presentations**

a. Monthly Statistics August 2016

Library Manager Easterwood reviewed the August 2016 statistics.

b. Library Needs Assessment

Needs Assessment Consultant Anne Marie Gold reviewed the Folsom Public Library Community Survey that will be advertised throughout the City with the Commission, and responded to their questions and suggestions.

Consultant Gold reported on the following in regards to the Needs Assessment:

- The October 13th Community Forum
- Bench Marking with similar size communities
- Stake Holders and Small Focus Group interviews

8) **Library Manager Report**

Library Manager Easterwood reported on the following:

- Introduction of Andrew Tweet the new Lead Senior Librarian.
- Community Service Day was a big success.
- Student Initiative Grant
- Friends Book Sale record sales on Friday evening, over \$3000. Overall sales for the week-end over \$6,800.
- The Friends had some like new books and staff was able to add many new books to the collection.
- Big Harry Potter program coming October 21, 2016.

9) Commissioner Comments

Commissioner McNeil stated he was very impressed and is looking forward to serving on the Library Commission,

Commissioner Tripette thanked the Commission for electing him Vice Chair.

Commissioner Sessarego thanked Consultant Gold and Library Manager Easterwood for their presentation on the Needs Assessment.

Commissioner Sessarego welcomed Commissioner McNeil.

Commissioner L'Heureux reminded the Commission of the upcoming Folsom Live stating that all money earned goes to the Chamber of Commerce.

Commission Chair Oliver stated how the Community Service Day activities are interrelated, an example all the letters that were written in the library were delivered to the VFW and went out in some 600 boxes.

10) Adjournment

Meeting adjourned at 8:02 pm.

Janet Robinson
Senior Office Assistant