



CITY OF  
**FOLSOM**  
ESTABLISHED BY NATURE

CITY OF FOLSOM  
LIBRARY COMMISSION AGENDA  
REGULAR MEETING  
FOLSOM PUBLIC LIBRARY  
411 STAFFORD STREET, FOLSOM, CA  
October 19, 2021  
6:30 p.m.

*Pursuant to Assembly Bill 361 and the Governor’s proclamation of a State of Emergency due to the coronavirus (COVID-19) public health emergency, the Folsom Library Commission, staff, and members of the public may participate in this meeting via teleconference.*

*Members of the public wishing to participate in this meeting via teleconference may email [aklausing@folsom.ca.us](mailto:aklausing@folsom.ca.us) no later than thirty minutes before the meeting to obtain call-in information. Each meeting may have different call-in information. Verbal comments via teleconference must adhere to the principles of the three-minute speaking time permitted for in-person public comment at meetings.*

**1) Call to Order**

**2) Roll Call      Commission Members:**

Fred Batt_____	Julie Moore_____
Ann Marie Hutto_____	Colleen Shannon_____
Vijay Jonnalagadda_____	Jun Zhang_____
Dianna Laney_____	

**3) Approval of Minutes**

a. August 17, 2021

**4) Business from the Floor**

## 5) **Reports & Presentations**

- a. Monthly Statistics
  - i. August 2021
  - ii. September 2021
  
- b. First Quarter Fiscal Year Comparisons
  - i. Items Checked Out or Renewed
  - ii. Library Visits
  - iii. Items Checked Out vs. eBooks Checked Out

## 6) **Library Director's Report**

## 7) **Commissioner Comments**

## 8) **Adjournment**

### **Notice:**

*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 916-461-6145. 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 hours and online:*

*[https://www.folsom.ca.us/city\\_hall/depts/cnc/library/default.asp](https://www.folsom.ca.us/city_hall/depts/cnc/library/default.asp).*

**LIBRARY COMMISSION MINUTES**  
**Regular Meeting**  
**August 17, 2021**

1) **Call to Order**

The meeting was called to order at 6:35 p.m. by Commission Chair Moore.

2) **Roll Call**

**Present:** Commissioners: Batt, Laney, Moore, Zhang.

**Absent:** Commissioners: Hutto, Jonnalagadda, Shannon.

3) **Approval of Minutes**

Commissioner Batt moved to approve the May 18, 2021 Minutes as written.  
Commissioner Laney seconded. Motion carried.

AYES: Commissioners: Batt, Laney, Moore, Zhang.

NOES: Commissioners: None.

ABSENT: Commissioners: Hutto, Jonnalagadda, Shannon.

ABSTAIN: Commissioners: None.

4) **Business from the Floor**

None.

5) **Reports & Presentations**

a. Library Director Lori Easterwood presented highlights from the Summer Reading Program 2021:

- 1,848 total participants.
- 1,222 completions.
- 65% completion rate.
- Total books read: 18,933 (our goal was 15,000).
- Participant breakdown: almost 400 prereaders (ages 0-5), over 1,200 readers (ages 6-18), 258 adults.

Library Director Lori Easterwood responded to questions and comments from the Library Commission.

- b. Library Director Lori Easterwood presented the statistics. She noted the increase of items checked out/renewed in Folsom from May 2021 to July 2021. Comparing our current statistics to Fiscal Year 2018-19 is recommended, since that year was the last full normal year without the impact of the Covid-19 pandemic. Reference questions will no longer be tracked for the monthly statistics reports.

## 6) Old Business

- a. Library Director Lori Easterwood discussed the updated library closure schedule for 2021.

## 7) Library Director's Report

Library Director Lori Easterwood reported on the following:

- Library hours expanded August 10. New hours: Tuesdays and Wednesdays 10 a.m. to 7 p.m., Thursdays-Saturdays 10 a.m. to 5 p.m.
- In person storytimes have been extremely popular. We may explore offering two storytimes on the busiest days.
- Library of Things is expanding; the Library received a grant to provide Wi-Fi hotspots and Chromebooks for checkout.
- The Friends of the Folsom Library's huge book sale will be held September 10-12.
- Community Service Day is September 18, 2021. If you are interested in volunteering/participating, there are lots of options including: Blood Drive, Donation Drive, letter writing for military care packages, and library cleaning.
- Library Director Easterwood was named Homelessness Liaison for the City of Folsom.
- More adult programming will return besides Book Club; Shut Up & Write will start back in September, and business focused programs will start soon too.
- The proposal to eliminate fines presentation is not on the City Council agenda yet, but possibly in October.
- The Teen Library Council still has spots available for teens to sign up. The application period will be open until August 31.

Library Director Easterwood responded to comments and questions from the Library Commission.

## 8) Commissioner Comments

Commissioner Laney commented that it is great to see the library statistics improving and congratulated Lori on the added role of Homelessness Liaison. She also inquired about volunteer opportunities.

Library Director Easterwood responded that volunteer shelving afternoon slots will be promoted soon.

Commissioner Batt stated that Covid allow, this will be an exciting year for the Library.

Commissioner Zhang thanked Director Easterwood for mentioning the Teen Library Council and is happy that teens will participate at our commission meetings. He is also excited to see in person programs back and will be eager to compare the current statistics to Fiscal Year 2018-19.

Commissioner Moore is thankful that the Folsom Public Library offers in person storytimes—no other library in the area is offering them yet. She proposed library outreach at Folsom schools that would allow students to check their Folsom Public Library card status; possible fundraising at the schools could help pay off any blocked cards.

9) **Adjournment**

Meeting adjourned at 7:15 p.m.

A handwritten signature in cursive script, appearing to read 'Alicia Klausung', written over a horizontal line.

Alicia Klausung  
Secretary to the Library Commission



	July 2021	Aug 2021	Aug 2020	YTD 21-22	YTD 20-21	% Change
All items checked out or renewed in Folsom	51,932	<b>44,113</b>	18,828	<b>96,045</b>	33,112	190%
Folsom items checked out or renewed system wide	60,160	<b>53,050</b>	17,171	<b>113,210</b>	34,621	227%
eBook/eAudio items checked out (Overdrive & Enki)	5,368	<b>5,031</b>	5,484	<b>10,399</b>	13,801	-25%
Self check usage	48%	<b>48%</b>	0%	<b>48%</b>	3%	1500%
Database Sessions (Ebsco, Mango, NYT)	335	<b>301</b>	878	<b>636</b>	1,455	-56%
Public Computer Sessions	791	<b>628</b>	0	<b>1,419</b>	27	5156%
Website Visits	15,034	<b>13,221</b>	12,724	<b>28,255</b>	25,707	10%
Library visits - In Building & Take-Out Service	13,517	<b>11,562</b>	4,873	<b>25,079</b>	9,544	163%
New library cards issued	274	<b>250</b>	149	<b>524</b>	271	93%
Number of items <b>loaned</b> to other libraries	6,095	<b>5,487</b>	5,209	<b>11,582</b>	5,558	108%
Number of items <b>borrowed</b> from other libraries	6,046	<b>5,236</b>	8,765	<b>11,282</b>	9,318	21%
Items added (physical items)	917	<b>1,104</b>	508	<b>2,021</b>	1,893	7%
eItems added - <b>Northnet Consortium</b>	335	<b>627</b>	33	<b>962</b>	64	1403%
eItems added - <b>Folsom only</b>	30	<b>62</b>	1	<b>92</b>	19	384%
Volunteer hours worked:						
<b>Shelving</b>	49	<b>48</b>	0	<b>97</b>	0	N/A
<b>Library Programs</b>	139	<b>0</b>	0	<b>139</b>	0	N/A
<b>Miscellaneous</b>	93	<b>113</b>	0	<b>206</b>	0	N/A
<b>Total</b>	281	<b>161</b>	0	<b>442</b>	0	N/A
Programming (# held/attendance):						
<b>Adult</b>	2/15	<b>3/101</b>	1/6	<b>5/116</b>	1/6	400%/1,833%
<b>Teen</b>	0	<b>0</b>	0	<b>0</b>	0	0
<b>Youth</b>	24/1,102	<b>22/1,031</b>	12/6,756	<b>46/2,133</b>	26/17632*	77%/-88%
<b>Outreach</b>	1/20	<b>1/10</b>	0	<b>2/30</b>	0	N/A
<b>Tours</b>	0	<b>0</b>	0	<b>0</b>	0	0
<b>Total</b>	27/1,137	<b>26/1,142</b>	13/6,762	<b>53/2,279</b>	27/17638	96%/-87%

<b>Total Items in Collection:</b>	<b>100,412</b>
<b>Total Items in Digital Collection (Folsom &amp; Consortium):</b>	<b>67,827</b>
<b>Total Registered Borrowers:</b>	<b>32,539</b>

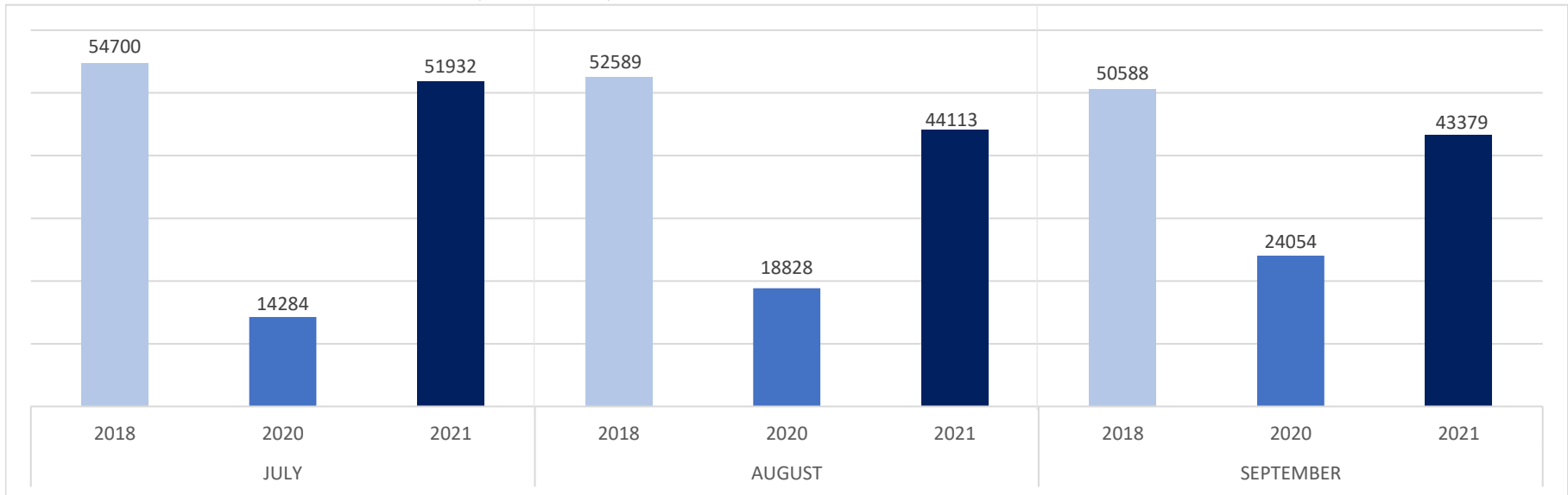
\*Includes online programs



	Aug 2021	Sept 2021	Sept 2020	YTD 21-22	YTD 20-21	% Change
All items checked out or renewed in Folsom	44,113	<b>43,379</b>	24,054	<b>139,424</b>	57,166	144%
Folsom items checked out or renewed system wide	53,050	<b>50,031</b>	24,742	<b>163,241</b>	59,363	175%
eBook/eAudio items checked out (Overdrive & Enki)	5,031	<b>4,731</b>	6,495	<b>15,130</b>	20,296	-25%
Self check usage	48%	<b>47%</b>	35%	<b>48%</b>	13%	269%
Database Sessions (Ebsco, Mango, NYT)	301	<b>125**</b>	599	<b>761</b>	2,054	-63%
Public Computer Sessions	628	<b>703</b>	168	<b>2,122</b>	195	988%
Website Visits	13,221	<b>9,411</b>	12,104	<b>37,666</b>	37,811	0%
Library visits - In Building & Take-Out Service	11,562	<b>12,580</b>	7,422	<b>37,659</b>	16,966	122%
New library cards issued	250	<b>219</b>	194	<b>743</b>	465	60%
Number of items <b>loaned</b> to other libraries	5,487	<b>5,553</b>	5,899	<b>17,135</b>	11,457	50%
Number of items <b>borrowed</b> from other libraries	5,236	<b>5,956</b>	5,938	<b>17,238</b>	15,256	13%
Items added (physical items)	1,104	<b>875</b>	1,528	<b>2,896</b>	3,421	-15%
eItems added - <b>Northnet Consortium</b>	627	<b>239</b>	232	<b>1,201</b>	296	306%
eItems added - <b>Folsom only</b>	62	<b>39</b>	21	<b>131</b>	40	228%
Volunteer hours worked:						
<b>Shelving</b>	48	<b>35</b>	6	<b>132</b>	6	2100%
<b>Library Programs</b>	0	<b>0</b>	0	<b>139</b>	0	N/A
<b>Miscellaneous</b>	113	<b>98</b>	33	<b>304</b>	33	821%
<b>Total</b>	161	<b>133</b>	39	<b>575</b>	39	1374%
Programming (# held/attendance):						
<b>Adult</b>	3/101	<b>3/13</b>	1/5	<b>8/129</b>	2/11	300%/1,073%
<b>Teen</b>	0	<b>1/20</b>	0	<b>1/20</b>	0	N/A
<b>Youth</b>	22/1,031	<b>22/753</b>	9/7,084	<b>68/2,886</b>	35/24,716*	94%/-88%
<b>Outreach</b>	1/10	<b>1/9</b>	0	<b>3/39</b>	0	N/A
<b>Tours</b>	0	<b>2/109</b>	0	<b>2/109</b>	0	N/A
<b>Total</b>	26/1,142	<b>29/904</b>	10/7,089	<b>82/3,183</b>	37/24,727	122%/-87%
<b>Total Items in Collection:</b>		<b>99,598</b>				
<b>Total Items in Digital Collection (Folsom &amp; Consortium):</b>		<b>68,955</b>				
<b>Total Registered Borrowers:</b>		<b>32,761</b>				

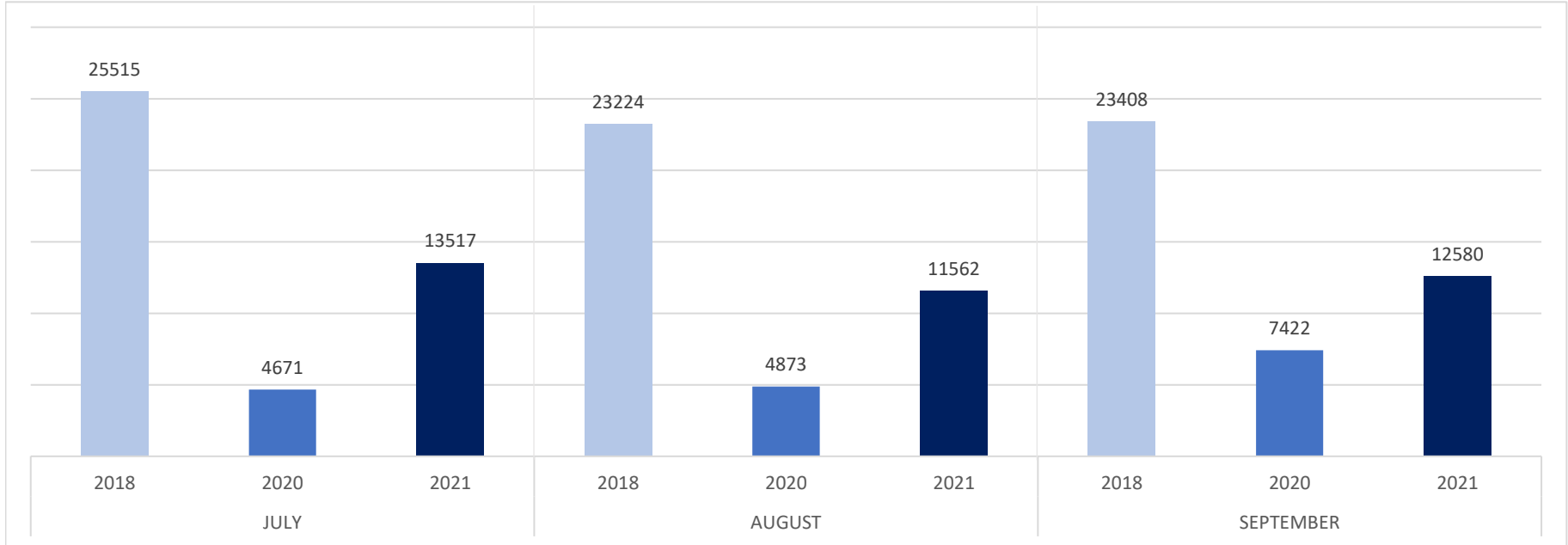
\*Includes online programs \*\*No Sept NYT sessions

**Items Checked Out or Renewed - FY 2018-19, FY 2020-21, & FY 2021-22**





**Library Visits - FY 2018-19, FY 2020-21, & FY 2021-22**



**Items Checked Out vs. eBooks Checked Out - FY 2018-19 through FY 2021-22**

