

CITY OF
FOLSOM
DISTINCTIVE BY NATURE

CITY OF FOLSOM
LIBRARY COMMISSION AGENDA
REGULAR MEETING
FOLSOM PUBLIC LIBRARY
February 15, 2022
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 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. November 16, 2021

4) **Business from the Floor**

5) **Reports & Presentations**

- a. Monthly Statistics
 - i. December 2021
 - ii. January 2022
- b. Q1 and Q2 Fiscal Year Comparisons
 - i. Items Checked Out or Renewed
 - ii. Library Visits
 - iii. Items Checked Out vs. eBooks Checked Out
- c. Statistics Overview

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.library.folsom.ca.us/about/library-commission>.

LIBRARY COMMISSION MINUTES
Regular Meeting
November 16, 2021

1) Call to Order

The meeting was called to order at 6:30 p.m. by Commission Chair Moore.

2) Roll Call

Present: Commissioners: Batt, Jonnalagadda, Moore, Shannon, Zhang.

Absent: Commissioners: Hutto, Laney.

3) Approval of Minutes

Commission Chair Moore corrected the date (August 17, 2021) on the Approval of the Minutes section of the October 19, 2021 Minutes.

Commissioner Shannon moved to approve the October 19, 2021 Minutes as written.

Commissioner Jonnalagadda seconded. Motion carried.

AYES: Commissioners: Batt, Jonnalagadda, Moore, Shannon, Zhang.

NOES: Commissioners: None.

ABSENT: Commissioners: Hutto, Laney.

ABSTAIN: Commissioners: None.

4) Business from the Floor

None.

5) Reports & Presentations

- a. Lead Senior Librarian Andrew Tweet provided a brief overview of the new online learning platforms offered: LinkedIn Learning, Skillshare, Northstar Online Learning, Coursera, and GetSetUp. These platforms were all added through a grant program with the California State Library. LinkedIn Learning is a video learning platform with skills training in technology, business, entrepreneurship, and creative fields. Skillshare is another video learning platform that focus on creative, business, technology, and lifestyle. Northstar Online Learning teaches basic computer skills. Coursera provides learners with access to more than 5,000 courses and certifications led by top businesses,

universities, and organizations. Lead Senior Librarian Tweet emphasized that the courses are free, but only if patrons receive authentication by accessing these platforms via the library's website. Patrons can access these platforms on three different pages of our website: Online Learning and Media, Business and Career, and Senior Citizens. Lead Senior Librarian Tweet responded to comments and questions from the Library Commission.

- b. Library Director Lori Easterwood presented the monthly statistics for October 2021. Library Director Easterwood responded to comments and questions from the Library Commission.

6) New Business

- a. Library Director Lori Easterwood discussed the library closure schedule for 2022.

7) Teen Liaison Report

Teen Liaison Srigowri Akkipeddi reported on the following:

- Teen Library Council (TLC) meets the first Friday of every month and has already met three times this year.
- There are currently 21 members in TLC.
- Teens review pre-released books, and some teens have started training to shelve books.

The Teen Liaison responded to questions from the Library Commission.

8) Library Director's Report

Library Director Lori Easterwood reported on the following:

- Kids Book Club will meet again in November.
- DIY Craft Boxes (on Fridays 2-4 p.m.) have been popular.
- The Library Assistant position was filled by Adam Files, but the Library Technician position still has not been posted.
- Library carpets were cleaned last month!
- No date scheduled yet for the fines presentation to the city council.
- The December Library Commission Meeting will likely be canceled.

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

9) **Commissioner Comments**

Commissioner Jonnalagadda inquired about the second library opening south of Highway 50.

Commissioner Zhang apologized for missing the last meeting and commented that the free, online courses now offered are great for the community.

Commissioner Shannon is glad to have a teen liaison at the meeting; she loves seeing young people get involved. Commissioner Shannon also stated she is excited that Databases changed to Online Learning and Media on the website.

Commissioner Moore commented that the new, free online courses are great, and she will definitely promote these to the staff at her school.

Commissioner Batt inquired about items on hold and if statistics are kept on the number of items requested; he emphasized what a great service it is. Library Director Lori Easterwood stated she will do a report on the hold items next meeting.

10) **Adjournment**

Meeting adjourned at 7:08 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



| | Nov 2021 | Dec 2021 | Dec 2020 | YTD 21-22 | YTD 20-21 | % Change |
|--|----------|---------------|----------|------------------|-------------|-----------|
| All items checked out or renewed in Folsom | 39,253 | 37,152 | 31,038 | 256,527 | 148,857 | 72% |
| Folsom items checked out or renewed system wide | 44,990 | 45,288 | 35,076 | 301,928 | 156,225 | 93% |
| eBook/eAudio items checked out (Overdrive & Enki) | 4,580 | 4,808 | 6,242 | 28,976 | 39,078 | -26% |
| Self check usage | 52% | 51% | 44% | 50% | 28% | 79% |
| Database Sessions (Ebsco, Mango, NYT) | 267 | 339 | 576 | 1,863 | 4,063 | -54% |
| Public Computer Sessions | 700 | 760 | 240 | 4,371 | 1,100 | 297% |
| Website Visits | 10,284 | 10,544 | 9,536 | 68,954 | 65,483 | 5% |
| Library visits - In Building & Take-Out Service | 10,655 | 10,181 | 6,918 | 70,323 | 39,234 | 79% |
| New library cards issued | 197 | 152 | 63 | 1,272 | 710 | 79% |
| Number of items loaned to other libraries | 4,384 | 4,677 | 6,791 | 31,561 | 30,163 | 5% |
| Number of items borrowed from other libraries | 4,065 | 4,417 | 5,452 | 30,999 | 31,616 | -2% |
| Items added (physical items) | 604 | 923 | 806 | 5,432 | 5,879 | -8% |
| eItems added - Northnet Consortium | 493 | 240 | 384 | 2,262 | 3,104 | -27% |
| eItems added - Folsom only | 47 | 64 | 30 | 311 | 101 | 208% |
| Volunteer hours worked: | | | | | | |
| Shelving | 51 | 41 | 19 | 268 | 60 | 347% |
| Library Programs | 0 | 0 | 0 | 139 | 0 | N/A |
| Miscellaneous | 101 | 73 | 82 | 607 | 267 | 127% |
| Total | 152 | 114 | 101 | 1,014 | 327 | 210% |
| Programming (# held/attendance): | | | | | | |
| Adult | 2/14 | 2/14 | 1/6 | 15/174 | 6/38 | 150%/358% |
| Teen | 1/18 | 1/13 | 0 | 4/67 | 1/15 | 300%/347% |
| Youth | 22/759 | 21/757 | 7/3,741 | 137/5,247 | 61/ 38,725* | 125%/-86% |
| Outreach | 2/26 | 0 | 0 | 6/73 | 0 | N/A |
| Tours | 1/33 | 0 | 0 | 3/142 | 0 | N/A |
| Total | 28/850 | 24/784 | 8/3,747 | 165/5,703 | 68/38,778 | 143%/-85% |

| | |
|---|---------------|
| Total Items in Collection: | 96,330 |
| Total Items in Digital Collection (Folsom & Consortium): | 97,925 |
| Total Registered Borrowers: | 33,325 |

*Includes online programs

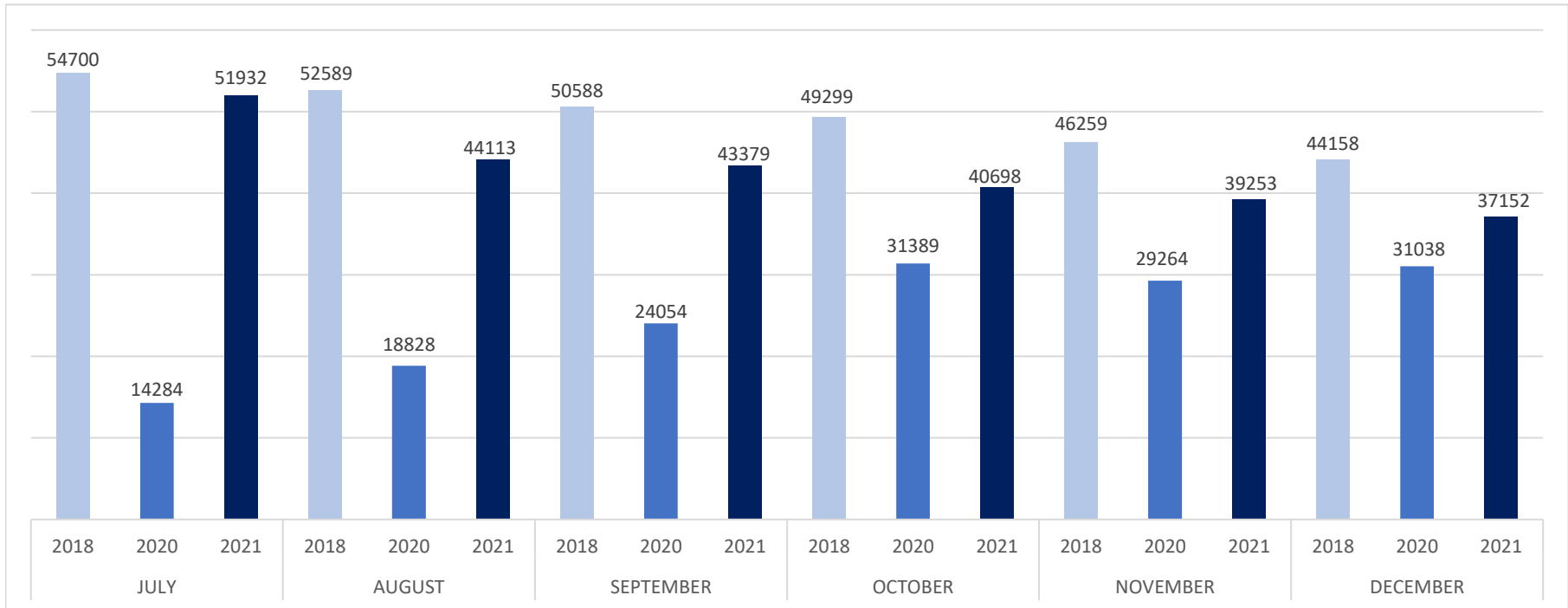


| | Dec 2021 | Jan 2022 | Jan 2021 | YTD 21-22 | YTD 20-21 | % Change |
|--|----------|---------------|----------|------------------|-------------|-----------|
| All items checked out or renewed in Folsom | 37,152 | 38,670 | 24,294 | 295,197 | 173,151 | 70% |
| Folsom items checked out or renewed system wide | 45,288 | 47,166 | 30,483 | 349,094 | 186,708 | 87% |
| eBook/eAudio items checked out (Overdrive & Enki) | 4,808 | 5,486 | 6,453 | 34,462 | 45,531 | -24% |
| Self check usage | 51% | 51% | 23% | 50% | 27% | 85% |
| Database Sessions (Mango & NYT, EBSCO (ended 12/2021)) | 339 | 170** | 147 | 2,033 | 4,210 | -52% |
| Public Computer Sessions | 760 | 903 | 133 | 5,274 | 1,233 | 328% |
| Website Visits | 10,544 | 16,440 | 7,397 | 85,394 | 72,880 | 17% |
| Library visits - In Building & Take-Out Service | 10,181 | 10,785 | 4,900 | 81,108 | 44,134 | 84% |
| New library cards issued | 152 | 213 | 80 | 1,485 | 790 | 88% |
| Number of items loaned to other libraries | 4,677 | 4,634 | 7,098 | 36,195 | 37,261 | -3% |
| Number of items borrowed from other libraries | 4,417 | 5,408 | 6,937 | 36,407 | 38,553 | -6% |
| Items added (physical items) | 923 | 890 | 1,225 | 6,322 | 7,104 | -11% |
| eItems added - Northnet Consortium | 240 | 312 | 294 | 2,574 | 3,398 | -24% |
| eItems added - Folsom only | 64 | 41 | 3 | 352 | 104 | 238% |
| Volunteer hours worked: | | | | | | |
| Shelving | 41 | 31 | 32 | 299 | 92 | 225% |
| Library Programs | 0 | 0 | 0 | 139 | 0 | N/A |
| Miscellaneous | 73 | 95 | 89 | 702 | 356 | 97% |
| Total | 114 | 126 | 121 | 1,140 | 448 | 154% |
| Programming (# held/attendance): | | | | | | |
| Adult | 2/14 | 2/9 | 1/6 | 17/183 | 7/44 | 143%/316% |
| Teen | 1/13 | 0 | 1/13 | 4/67 | 2/28 | 100%/139% |
| Youth | 21/757 | 5/39 | 8/4,449 | 142/5,286 | 69/ 43,174* | 106%/-88% |
| Outreach | 0 | 0 | 0 | 6/73 | 0 | N/A |
| Tours | 0 | 0 | 0 | 3/142 | 0 | N/A |
| Total | 24/784 | 7/48 | 10/4468 | 172/5,751 | 78/43,246 | 121%/-87% |

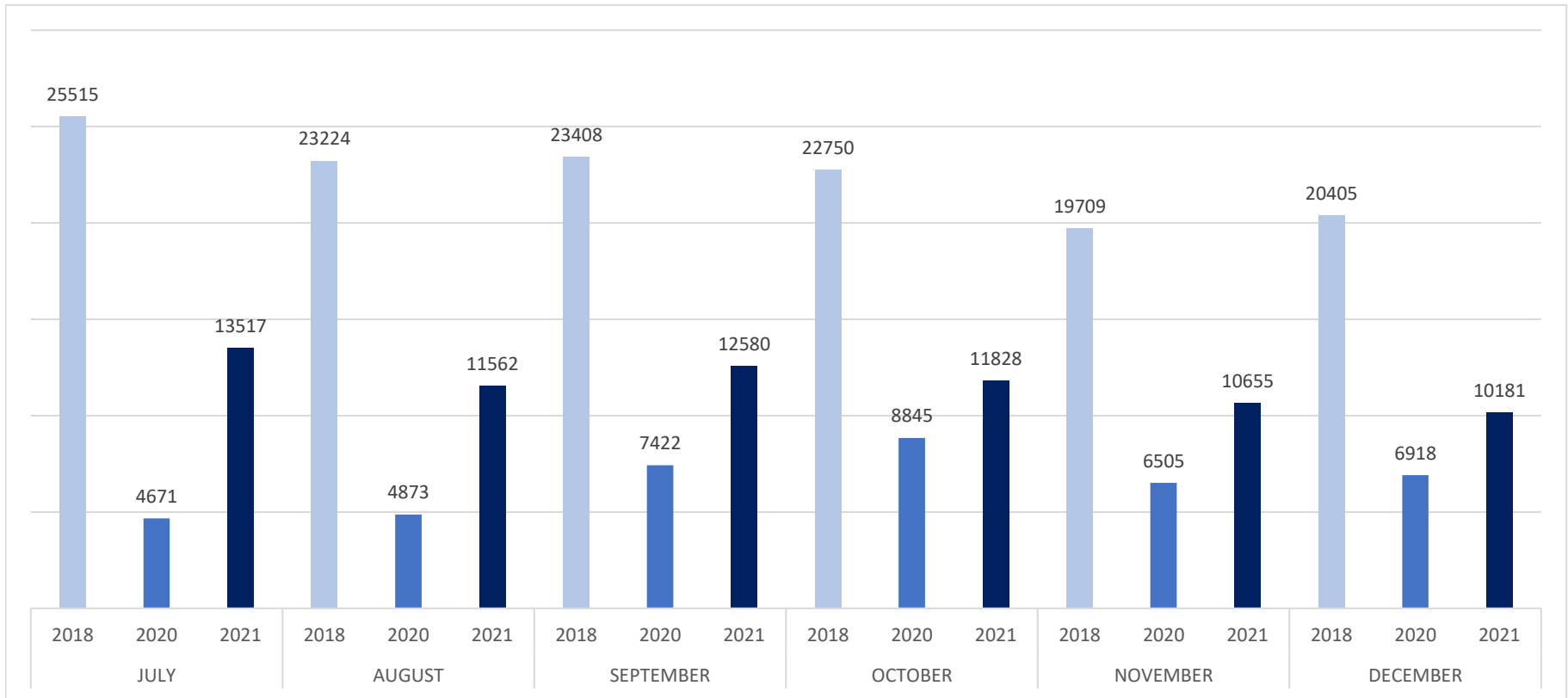
| | |
|---|---------------|
| Total Items in Collection: | 95,591 |
| Total Items in Digital Collection (Folsom & Consortium): | 98,362 |
| Total Registered Borrowers: | 33,029 |

*Includes online programs, **No Jan NYT stats

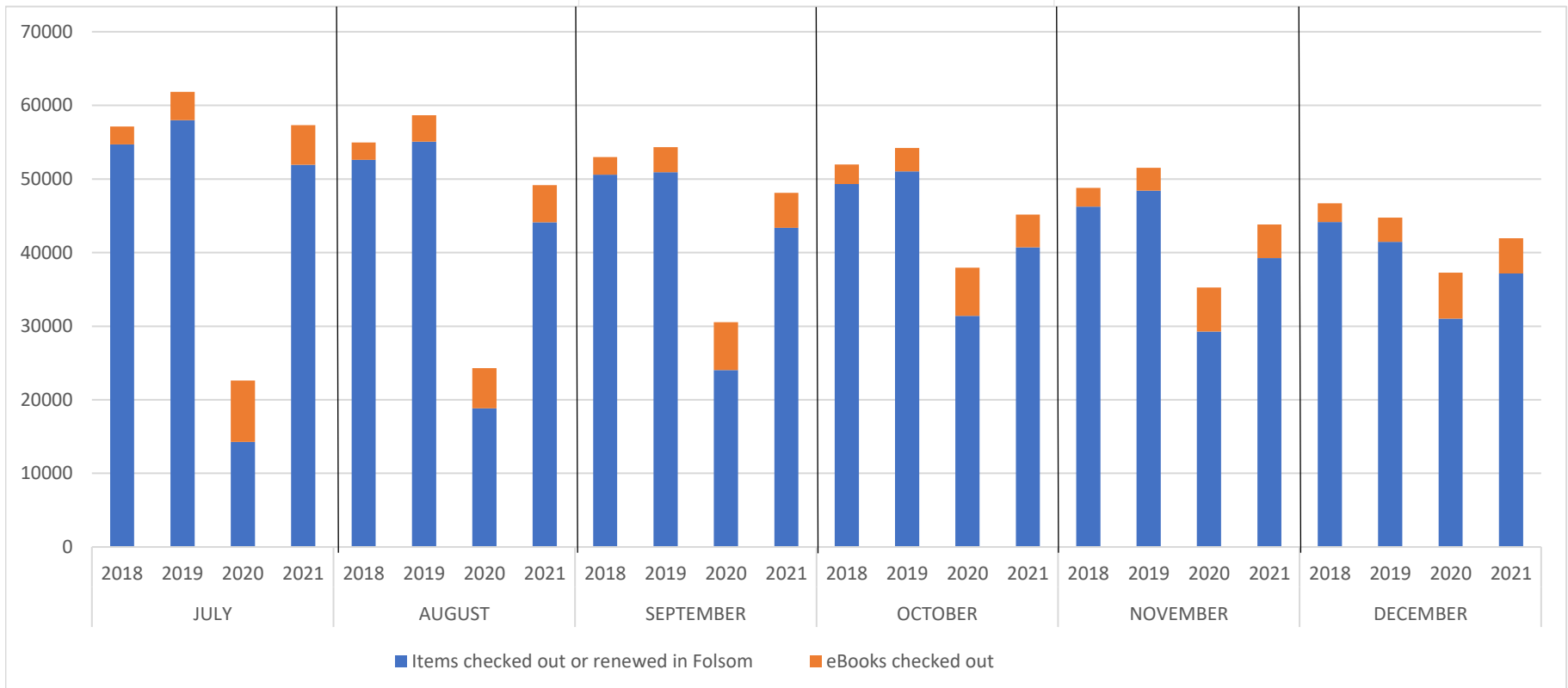
Items Checked Out or Renewed - FY 2018-19, FY 2020-21, & FY 2021-22



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



REPORTS & PRESENTATIONS
Agenda Item No: 5c.
Library Commission Meeting: 02/15/2022

DATE: February 9, 2022
TO: Library Commission Members
FROM: Lori Easterwood, Library Director
SUBJECT: **STATISTICS OVERVIEW**

Library Director Lori Easterwood will give an overview of how the library plans to gather statistics in the future and will review the statistics on the items requested as holds.

Respectfully submitted,



Lori Easterwood, Library Director