



CITY OF
FOLSOM
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CITY OF FOLSOM
LIBRARY COMMISSION AGENDA
REGULAR MEETING
FOLSOM PUBLIC LIBRARY
411 STAFFORD STREET, FOLSOM, CA
March 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. February 15, 2022

4) **Business from the Floor**

5) **Reports & Presentations**

- a. Palace Project App Overview and Demonstration
- b. Monthly Statistics – February 2022

6) **Teen Liaison Report**

7) **Library Director's Report**

8) **Commissioner Comments**

9) **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
February 15, 2022

1) Call to Order

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

2) Roll Call

Present: Commissioners: Batt, Hutto, Jonnalagadda, Laney, Moore, Shannon.

Absent: Commissioners: Zhang.

3) Approval of Minutes

Commissioner Batt moved to approve the November 16, 2021 Minutes as written.
Commissioner Jonnalagadda seconded. Motion carried.

AYES: Commissioners: Batt, Hutto, Jonnalagadda, Laney, Moore, Shannon.

NOES: Commissioners: None.

ABSENT: Commissioners: Zhang.

ABSTAIN: Commissioners: None.

4) Business from the Floor

None.

5) Reports & Presentations

- a. Library Director Lori Easterwood presented the monthly statistics for December 2021 and January 2022.
Library Director Easterwood responded to comments and questions from the Library Commission.
- b. Library Director Lori Easterwood presented the Q1 and Q2 Fiscal Year Comparisons.
Library Director Easterwood responded to comments and questions from the Library Commission.

- c. Library Director Lori Easterwood discussed how reference question statistics will be collected in April during a planned count week, and she presented statistics on the items requested as holds from July 2018 to January 2022.
Library Director Easterwood responded to comments and questions from the Library Commission.

6) Library Director's Report

Library Director Lori Easterwood reported on the following:

- Library programs will start back up in March. Children's programs will include Storytime, Dance Party, Lego at the Library. DIY Craft Boxes and Kids Graphic Novel Book Club will continue. Adult Book Club and We Read YA Book Club will continue too. Card Making Classes are scheduled for March and June, a new Nonfiction Book Club will be added, and other adult Saturday programming will return soon.
- Library Technician interviews will be held this week.
- Starting February 16, 2022, masks are only required in the library for unvaccinated patrons and staff.
- The Folsom Public Library has joined the Palace Project App, a new statewide eReading app that can access all the Library's electronic collections in one place.
- Zip Books is going well; an additional \$1,000 was requested to support this program.
- The Friends of the Folsom Library Book Sale is schedule for March 11-13.

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

7) Commissioner Comments

Commissioner Laney commented that it is great to see all the programming coming back and is interested in how it will affect the statistics.

Commissioner Batt inquired about the café space.

Library Director Lori Easterwood stated she will be taking this issue to city council to determine the future of the space.

Commissioner Jonnalagadda is excited for all the programs to come back.

Commissioner Moore commented that she is also happy to see programs coming back.

Commissioner Hutto's microphone was not working correctly during the meeting, so she submitted her comment via email. Commissioner Hutto stated that reviewing the pick list

with its peaks and valleys illustrates what a roller coaster 2020 was for the Library staff, but staff managed so well and took great care to meet the needs of the community!

8) **Adjournment**

Meeting adjourned at 6:52 p.m.

A handwritten signature in black ink, appearing to read 'Alicia Klausing', written over a horizontal line.

Alicia Klausing
Secretary to the Library Commission

REPORTS & PRESENTATIONS
Agenda Item No: 5a.
Library Commission Meeting: 03/15/2022

DATE: March 8, 2022
TO: Library Commission Members
FROM: Lori Easterwood, Library Director
SUBJECT: **PALACE PROJECT APP OVERVIEW AND DEMONSTRATION**

Library Director Lori Easterwood will give an overview of the Palace Project App and will demonstrate how to use this new eReader app.

Respectfully submitted,



Lori Easterwood, Library Director



	Jan 2022	Feb 2022	Feb 2021	YTD 21-22	YTD 20-21	% Change
All items checked out or renewed in Folsom	38,670	36,169	18,931	331,366	192,082	73%
Folsom items checked out or renewed system wide	47,166	43,460	22,905	392,554	209,613	87%
eBook/eAudio items checked out (Overdrive & Enki)	5,486	4,631	5,753	39,093	51,284	-24%
Self check usage	51%	52%	0%	50%	24%	108%
Database Sessions (Mango & NYT**) EBSCO (ended 12/2021)	311	143	380	2,317	4,590	-50%
Public Computer Sessions	903	912	0	6,186	1,233	402%
Website Visits	16,440	10,717	9,737	96,111	82,617	16%
Library visits - In Building & Take-Out Service	10,785	11,238	3,574	92,346	47,708	94%
New library cards issued	213	166	59	1,651	849	94%
Number of items loaned to other libraries	4,634	4,326	6,809	40,521	44,070	-8%
Number of items borrowed from other libraries	5,408	4,838	6,933	41,245	45,486	-9%
Items added (physical items)	890	690	753	7,012	7,857	-11%
eItems added - Northnet Consortium	312	205	351	2,779	3,749	-26%
eItems added - Folsom only	41	59	19	411	123	234%
Volunteer hours worked:						
Shelving	31	39	20	338	112	202%
Library Programs	0	0	0	139	0	N/A
Miscellaneous	95	86	93	788	449	76%
Total	126	125	113	1,265	561	125%
Programming (# held/attendance):						
Adult	2/9	2/13	2/14	19/196	9/58	111%/238%
Teen	0	1/17	0	5/84	2/28	150%/200%
Youth	5/39	5/46	8/3,197	147/5,332	77/ 46,371*	91%/-89%
Outreach	0	0	0	6/73	0	N/A
Tours	0	3/71	0	6/213	0	N/A
Total	7/48	11/147	10/3,211	183/5,898	88/46,457	108%/-87%

Total Items in Collection:	95,498
Total Items in Digital Collection (Folsom & Consortium):	98,757
Total Registered Borrowers:	32,840

*Includes online programs, **No February NYT stats