



# Yolo County Library Library Advisory Board

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## MEETING MINUTES

**Meeting Location:** Yolo Branch Library  
37750 Sacramento Street, Yolo CA 95697  
Wednesday, June 8, 2016 – 6:30 PM

### CALL TO ORDER: 7:02 PM

#### PRESENT:

- Patty Wong, County Librarian
- Susan Martimo: LAB Chair, City of West Sacramento
- Anthony Wright, District 2
- Holly Bishop, District 4
- Rie Surad-Miller, District 5
- Rebecca Fridae, City of Winters
- Sharon Hallberg, City of Davis
- Jenny Tan, Administrative Analyst
- GUEST: Sue Billing, Library Associate
- GUEST: Jenna Wilson, Library Assistant
- GUEST: Bonnie Weiss, Member of the Friends of the Yolo Library

#### 1. INTRODUCTIONS

- Jenna Wilson, Library Assistant at the Mary L. Stephens Davis Branch Library. Jenna was hired in February to assist the Davis team. She has already done some great work, creating displays for the Chinese Railroad Workers and the Iron Road program, assisting staff during story times and joining the Library Training Academy. Jenna hails from Seattle, Washington and is passionate about social justice and education. Jenna is an avid traveler, writer and published poet and she loves being a part of the library. Jenna hopes to go back to school to receive her Masters in Library Studies to continue to support and work for the organization she loves.
- Sue Billing, Library Associate at the Yolo Branch Library. Sue is currently working with the Friends on the upcoming car show and she is excited to kick off the Summer Reading Program. Sue is also exploring new avenues and communities in which to share and encourage library services and programs. Sue has been working with the branch's teen group, which is the longest running active teen group in Yolo County. The group meets monthly to discuss topics such as peer pressure, cell phone etiquette, politics, science and more.
- Bonnie Weiss, member of the Friends of the Yolo Branch Library. Bonnie is one of the founding members of this Friends group and is a strong supporter of all libraries and a former Library Advisory Board member.

#### 2. PUBLIC COMMENT: None

#### 3. APPROVAL OF MINUTES: April 13, 2016

- No corrections or discussions. All in favor. Moved approval by Anthony, seconded by Holly. All approved.

#### 4. LAB DEVELOPMENT

- 2016 Important Dates Calendar: **Jenny will add Yolo Branch Library's car show (August 27, 11 a.m. – 3 p.m.) LAB members will continue to provide any new dates or changes to Jenny.**

#### 5. OLD BUSINESS - UPDATES

- Jenny sent a package of handouts from the last LAB meeting to members that were absent
- Election of new Chair and Vice Chair who will be oriented by Patty.
  - i. Susan recommended Anthony, Holly seconded. Anthony voted as **new Chair of LAB.**
  - ii. Susan recommended Rebecca as vice chair. Sharon seconded. Rebecca voted as **new Vice Chair of LAB.**

#### 6. NEW BUSINESS

- LAB committees reports: Finance, Hospitality, Legislative
  - i. **Finance:** Committee will be meeting before next meeting in August.
  - ii. **Hospitality:** Sharon provided refreshments for this meeting.
  - iii. **Legislative:** Nothing new to report.
  - iv. **Facilities Master Plan:** Team will be meeting on July 5 to review the draft Request for Proposal (RFP). Hopefully the chosen contractor will start at the beginning of 2017.

#### 7. COUNTY LIBRARIAN'S REPORT (with handout)

- Patty will be attending the American Library Association (ALA) Conference from June 23-28. Touger Vang and Hualing Wan will both be presenting at the Conference.
- The additional day of service at both branches in Knights Landing and Yolo have been well received by the community. With the survey results from the initial community vote, a possible fourth day of service may be added to both branches in the future.
- Library staff recently attended two trainings, Brazelton Touchpoints and the Harwood Institute, to assist in supporting and engaging patrons and families through educational moments. Staff participants found the information they learned to be very helpful within their own personal relationships at home and with other staff. The training reinforced the Library's value of community engagement. The Library hopes to integrate the tools learned at the trainings throughout the programs, services and interactions at the library, from story times to the Summer Reading Program and each other.
- The renovation for the Yolo Branch Library is still moving forward with library staff working closely with the architect on the final design and community engagement process. There will be a future discussion on where the library will be temporarily housed for two years during the renovation.
- The Library will re-propose to the Board of Supervisors the need for a new Archives and central services site.
- So far 17 people have applied for the open Archives and Record Center Coordinator position.
- The Youth Services and Adult Services Librarian positions will be opening in the coming months.
- Liz Coman, School Librarian for the Winters High School, is retiring this year. The Winters School District will be recruiting for this vacancy soon.
- The South Davis Montgomery Library will be temporarily closed this summer as Marguerite Montgomery Elementary (MME) will be closed for renovations. The branch will be housed at the Frances Ellen Watkins Harper Junior High School during the renovation. The library's book drop at MME will stay and a new book drop will be added at Harper. Services at Harper will include a small browsing collection, holds pick-up, Summer Reading Program sign ups, bilingual story time and more. This move provides the library with an opportunity to reach a new demographic of teen population as Harper is the only summer school location for junior and high school students

in Davis. Summer school for elementary students will be at Birch Elementary, where the book bike will make regular visits. The library will be working on a communication plan for the move back to MME in mid August.

#### 8. **LIBRARY ADVISORY BOARD MEMBER REPORTS**

- **Anthony Wright (District 2):** Anthony would like the library to consider taking the book bike to South Davis locations to reach new communities that may not know about the library's services and programs and would benefit from the mobile outreach. Anthony's son signed up for the Summer Reading Program recently.
- **Holly Bishop (District 4):** The Friends of the Davis Public Library are working on a new Friends brochure. During the last book sale, the Friends made \$8000. The Friends also approved the budget for 2016-2017 fiscal year. There will be a celebration on June 14 to thank Doris Hess for her 30 years of service and volunteer work, who also received a resolution from the Board of Supervisors.
- **Rie Surad Miller (District 5):** No news to report for Esparto. The elementary school is hiring a teacher to run the school library.
- **Sharon Hallberg (City of Davis):** Nothing more to add about Davis and Yolo, from Sue Billing's and Holly Bishop's report. Sharon recently signed up for the Summer Reading Program. At the Yolo Branch Library, two of the prizes for the Summer Reading Program are a \$25 gift certificate to a restaurant of your choice and a Fitbit.
- **Susan Martimo (City of West Sacramento):** For the Big Day of Giving, the West Sacramento Friends of the Library (WSFOL) received around \$3500 in donations. The WSFOL also raised about \$1100 at the book sales in April and May. For the Summer Reading Program, the Arthur F. Turner Community Library is hosting programs such as Python Ron, a Lego building contest, Toddler Olympics and more.
- **Rebecca Fridae (City of Winters):** The Library Advisory Coordinating Committee (LACC) met on Tuesday June 7 to discuss general funding sources and maintenance and enhancement of the Winters Community Library and possible expansion of the school property. New branch summer hours were also approved at the meeting, which includes open hours Friday afternoons. Students at the Winters High School will be in 'block schedule' starting this new school year, including staff development meetings every other Friday. The Winters Friends of the Library (WFOL) had a successful Big Day of Giving, earning more than \$32,000 in donations. The WFOL is considering a Conflict of Interest Policy of their own after viewing the one adopted by the Friends of the Yolo Branch Library. The Winters Shakespeare Workshop's concert series will be starting in July. The Winters Community Library is getting ready for the Summer Reading Program with programs such as chocolate Olympics, pudding Pictionary and more.

#### 9. **BOARD OF SUPERVISORS REPRESENTATIVE: Opportunities to comment on issues**

- None present

#### 10. **NEXT MEETING**

- August 10 at the Esparto Regional Library
- 17065 Yolo Avenue, Esparto CA 95627 at 6:30 PM

#### 11. **ADJOURNMENT**

- At 8:55 PM

## ACTION ITEMS

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1. Jenny will add Yolo Branch Library's car show (August 27, 11 a.m. – 3 p.m.) to the calendar
2. LAB members will continue to provide any new dates for the calendar to Jenny
3. Jenny will send a packet of handouts to Diane who was absent

DRAFT