



Yolo County Library Library Advisory Board

Meeting Minutes

Meeting Location: Esparto Regional Library
17065 Yolo Avenue, Esparto CA 95627
Wednesday, August 10, 2016 – 6:30 PM

CALL TO ORDER: 6:33 PM

PRESENT:

- Patty Wong, County Librarian
- Marianne Estes, Deputy Supervisor District 1
- Anthony Wright, LAB Chair, District 2
- Rebecca Fridae, Vice Chair, City of Winters
- Mark Fink, District 1
- Rie Surad-Miller, District 5
- Susan Martimo, City of West Sacramento
- Sharon Hallberg, City of Davis
- Jenny Tan, Administrative Analyst
- GUEST: Malinda Baker, Branch Supervisor
- GUEST: Meredith Beales, Business Services Manager

EXCUSED: Diane Adams, Holly Bishop

1. INTRODUCTIONS

- Mark Fink, District 1 representative for the Library Advisory Board. Mark has more than 20 years of experience working in both public and county libraries. Mark's recent experience includes the Santa Clara County Library where he oversaw system-wide programming, grants, the book mobile and more. Mark is currently the Deputy Director for Solano County Library, where he manages public services and adult literacy programs. He is active with professional organizations with libraries and serves as a board member for the Solano Community Foundation. Mark recently moved to West Sacramento and loves the community and atmosphere.
- Meredith Beales, Business Services Manager for the Yolo County Library. Meredith is a delight to work with and brings a depth of fiscal and auditing knowledge with her 10 years of experience of working for Gilbert Associates in Sacramento. She is currently assisting with conversion of the county-wide financial system, project management tasks, and budget responsibilities. Meredith is enthusiastic about joining the Yolo County Library and has greatly enjoyed her time so far. She has been integral with our new financial system and will be the lead for grants management in the system.
- Malinda Baker, Branch Supervisor for Esparto Regional Library. Malinda is excited about how much the library is considered a community center and place for engagement, since more than 9,000 items have been circulated and more than 690 volunteer hours have been donated so far in the fiscal year. Additionally, 161 programs have been held at the branch and the meeting room

has been used 220 times by the community. For this year's Dia de los Ninos in April over 987 people attend all eight locations, and the library received a grant from ALA and Dollar General Literacy Foundation that went towards buying new books to give participants in an effort to build and increase home libraries for children. So far for the Summer Reading Program (SRP), 182 people have signed up with the majority coming from the 6-12 age group. The Esparto Branch Library has provided a variety of learning, enrichment and recreational programs for the Summer Reading Program including mini-maker camps incorporating STEAM. Friends have had an art educator come once a month, 20-30 kids every time. Education and fun with children and art, who are focused and absorbed into the activity, as young as 2 years old. Service area is around 5,000-6,000 people (Madison, Esparto and Capay Valley).

- Contact with public and community. Libraries have a personal presence in every community, which is true for Esparto Branch Library. Library is in central location to residents. Face to face interaction with residents, creating safe and comfortable space for all ages, including youth and children who can sometimes be anxious. Importance of personal interaction and connection while in the library. Community is coming in to use the library and its services. Library staff are well educated and motivated, dedicated to making a difference to all residents and children. Fine job representing the library and what a library can be and means to the community. Outreach through RISE and Mercy Housing.

2. **PUBLIC COMMENT:** None

3. **APPROVAL OF LIBRARY ADVISORY BOARD MINUTES: June 8, 2016**

- Sharon approves. Rebecca seconded. Motion passes.

4. **LAB DEVELOPMENT**

- 2016 Important Dates Calendar – New dates to add
- Sharon personally invites LAB to Car Show on August 27
- WFOL annual meeting November 14 (not 7th)
- WSFOL Book Sale August 20-21
- Clarksburg Friends September 18 Wine Tasting at Herringer Ranch
- Anthony's suggestion: portion of agenda focused on topic to discuss beyond reports and updates. For example, deepening library card sign ups, technology use, how to be better conduits to community, building conversations with community. Suggestion by Susan – bringing up articles to discuss or plans in the works at the library that LAB can provide input to. Rebecca-suggestion to beware of time limitation as some meetings go long. Sharon-Likes the idea of responding to articles, how advisory boards can be more supportive to the library and community-a good start or read before the meeting to frame conversation during meetings. Topics related to what's happening in the community-start of school, etc. Susan: Every 3rd meeting is twice a year, every other meeting is 3 times a year. Susan: creating a formatting or template for board member reports. Possibly test at next meeting. Advocacy board? Better supporter of library at local, state, federal level in ways staff or library cannot be. Topic can be added to LAB Development or updates.

5. **OLD BUSINESS – UPDATES:** none to report

6. **NEW BUSINESS**

- LAB committees reports:
 - i. Finance: Holly is absent. Susan and Holly met with Chris and Patty to review library budget. (see county librarian's report)
 - ii. Hospitality: The LAB ate a meal at a local restaurant
 - iii. Legislative: sent congratulations card to Carla Hayden, recently confirmed Librarian of Congress Librarian
 - iv. Facilities Master Plan: moved to County Librarian's Report

7. **COUNTY LIBRARIAN'S REPORT**

- Received reproduction of original Yolo County flag, September 13 will be presented back to the County (Mr. Chandler) for inclusion in the County Archives collection.
- LINK+, consortium of library systems open to sharing a majority of their collections. Staff showcased the LINK+ transaction bag to ship materials.
- Race to the Top, \$84,000 federal grant to support literacy. Early Literacy kits to childcare providers and parents. Each kit has a theme. Instructions. Thematically based. Whole kit has a barcode. Programmatic instruction will be available at each of the branches with Ages and Stages Questionnaires (ASQ) to survey the child's literacy and developmental level. The program is free and meant to support anyone in childcare or parents. Started training on ASQs with staff. Promoted at story time as well. Modeled after El Dorado Public Library Early Literacy kits program. We updated their good work by adding bilingual materials (i.e. Russian and Spanish books) and purchasing more recent publications. The goal is for families to have a good time with the kits and interaction and connection with their children through reading.
- Library Budget Update: \$50,000 - Kaiser Grant for 211, moving to HHSA. Additional \$6,000 in ZipBooks. Reciprocal program to LINK+, can buy book to send book directly to library card holder within 2 days. ILL numbers have dropped because of rise of LINK+. LINK+ better than ZipBooks because saving on time and money. Hundreds more people using LINK+ than ZipBooks.
- Soroptomists International in West Sacramento dissolved; donated leftover funds to library and Friends.
- In process to purchase leased solar panels.
- County supports a bridge program, for people who retire but aren't yet eligible for Medicare – OPEB – unfunded liabilities for post-retirement health and medical care. Every county department has to come up with funds on their own (this year \$120,000 for the library). County has provided formula already to create future mechanism to cover this cost for future employees.
- Automated handling sorter for AFT. 375,000 items in circulation there right now. Piggy back on RFPs of other systems for sorters. Davis will get a replacement. Turner will get a new system – this will take place first. The fund balance left for AFT prioritizes this new piece of equipment. Purchase projected for Spring 2017.

- Salary survey will be conducted in 2017. This is estimated to result in higher salary for staff, assist with retention of staff. Create competitiveness for new staff. Updates on various recruitments currently open (Archives, Youth Services and Adult Services).
- Implement stronger support for training and travel budget as suggested by HR. Discussion of county policy of \$600 maximum for continuing education costs.
- RFP, July 27 RFP went out. Subcommittee assisted with language and focus. Two companies have reached out to Patty so far. RFP closes in September. Board gave some suggestions: focus on District 1 and that it is a community, collaborative process; South Davis as a priority, Yolo Branch replacement and Central Services/Archives.
- Yolo Branch Library renovation-building cannot withstand much additional use, must find replacement site. Three options: 1. Bookmobile 2. Bookmobile and portable 3. Rehab of existing structure. School site (Cache Creek High School) interested in providing site to place bookmobile. Bookmobile may not have enough programming space-possible use school site for programming space or restrooms. Looking at options of where to put a portable or use a vacant lot. Future updates will be provided.
- Strong interest for another Davis facility in facilities master plan.
- Another accommodation in central services and archives expansion for Facilities Master Plan Option 1: push out shell of building (around \$2 million). Option 2: find a location with 10,000-12,000 square feet. Option 3: 5th and Oak Street (\$5 or \$6 million proposition). The first option seems to be the most likely option at this point.
- East Yolo update: Rachel going on maternity leave, won't be coming back until December/January. Promote Ms. Shuqin Jiao. From existing list of regional supervisors we promoted Dana Christy to cover Shu's original position and to cover Dana's lost hours at Davis, shifting Dave Tavarez for part time hours to Davis.
- Staff going through Touchpoints training, part of Dr. T. Berry Brazelton's seminal work based on thousands of pediatric interactions with patients - for every milestone in a child's development there's a setback that is natural to their process. What can staff do to allay parent and caregiver fears on this setback, and to be mindful and intentional of their developmental stages. Touchpoints cards were distributed to LAB members and are designed to give staff reminders of developmental cues for children and to encourage parents. Opportunities for conversations with parents/caregivers and community. A change in how to approach families or situations and correct or not bring assumptions to conversations/interactions. A team of staff have completed trainings and will train the trainers and staff. Team of other systems (El Dorado, Butte, SF) meeting in Davis to continue conversation and networking within systems.

8. LIBRARY ADVISORY BOARD MEMBER REPORTS

- **Rebecca Fridae (City of Winters):** Concert series at the Gazebo, every Saturday during the summer. Book Bike came to one of the concerts. 4 new Little Free Libraries (7 now), amazing at the use of items in these. Moving library date for annual meeting (Nov 14). Toni is enjoying working with Olivia Rodriguez, new school librarian. Python Ron was successful, 50+ people; police department hosted story time with more than 30 people in attendance. Extended hours

starts on September 22. New VP at middle school, came to Rebecca about how to improve youth behavior at the library. She will visit the library and try to implement some ideas. SUCCESS is now MTTH, Tales for Tails starting in September. Report from Scott.

- **Rie Surad-Miller:** no report at this time.
- **Sharon Hallberg:** \$8,637 from last booksale. New card sign ups \$50; got books from a retired UC Davis professor's collection.
- **Mark Fink:** Clarksburg Branch Library has yoga programs on Mondays from 6-7. End of year Summer Reading Program party on 8/11. West Sacramento FOL has a book sale on 20-21 in community room and on FB page of friends, Pokemon Go gym is in front of book statue at the library. Wine tasting event for Clarksburg Friends.
- **Susan Martimo:** Library is being well used with many programs. Alcove is not selling as many items. Starting to put gate down an hour before library closes. Drop from \$800 to \$400 a month through alcove sales.
- **Anthony Wright:** Items covered by Sharon. In May, California expanded medical program to include all children including immigrants to have access to affordable healthcare. Encourages library to promote this as a safe place for people to seek or learn about this opportunity.

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

- **Marianne Estes:** excited to have Mark as a district 1 rep with Patty's assistance on recruitment as he understands all sides of the library and as a community member. Fresh take on things on getting to know AFT and Clarksburg. Supervisor Villegas looks at the library as a source of community bulletin board, like to improve outreach and send things to the library to promote. Wants to collaborate more with library on events and programs to showcase other community events. Library would be happy to promote free events through Facebook, displays, bulletin boards. California Coastal Clean Up Day as one such event to promote. WSFOL would be happy to also promote items on Facebook and Twitter.

10. **ACTION ITEMS**

- **LAB meeting design – Anthony and Rebecca to work with staff**

11. **NEXT MEETING**

- October 12 at the Knights Landing Branch Library
- 42351 Third Street, Knights Landing CA 95645) at 6:30 PM

12. **ADJOURNMENT**

- At 8:30 PM