

Yolo County Library – Interim Library Administrator’s Report
September-October
October 11, 2017

Yolo County Library Foundation: Domain name has been registered and is YCLFoundation.org; beginning to work on logo and brand – something that will might be complimentary to the new Library logo; developed Mission Statement “*The Mission of the Yolo County Library Foundation is to raise funds for and increase public awareness of the Yolo County Library in order to enhance library services system wide*”; developed Focus Statement “*Match, supplement and augment programs, services, collections and facilities; to further support the Friends of the Library organizations; and to provide re-granting opportunities for innovative staff initiated and developed pilot projects which could include outreach*”; work continuing on by-laws and 501(c)3 paperwork.

Facilities Master Plan Update: Jennifer Sweeney and Associates have provided final versions of the Facilities Master Plan. There is a ‘short’ version that provides a snippet of demographic information as well as the recommendation for each area, with a summary table. There is also a ‘long’ version that incorporates the information developed for the Community Conversations as well as the feedback from these meetings.

Friends, LAB and Foundation Annual Meeting

- November 11th from 10 a.m. – 1 p.m.
- Stephens-Davis Branch Library, 315 E. 14th Street in Davis
- Potluck luncheon
- Let us know if you have an item from the agenda

Grants:

- We received a \$5,993 grant from the City of West Sacramento for children’s sensory storytime kits specifically designed for children with sensory processing disorders. We are adding kits on autism awareness, epilepsy, respect, sensory, as well as an additional 12 kits on other related topics.

Facilities News and Updates:

Archives renovation: project still on track to begin December/January and will include installation of compact shelving, new HVAC (temperature and humidity control), better insulation, and new equipment and shelving in the workroom.

Yolo Library: Friends had Community at Large meeting September 21st to the preferred project, and why that is the preferred project. Project budget included in the Capital Improvement Plan that went to the Board on September 26th. Anticipated purchase date for purchase of the property next door is October 10.

Winters Community Library Landscape Agreement with Winters Joint Unified School District: Staff are working on development of an MOU between the Library and the School District for use of volunteers to install and maintain landscaping in the area between the Library and the street.

Human Resources:

Joining us tonight:

- Yong Xiong, Administrative Services Analyst
- Maria Sandoval – Library Associate for Knights Landing Library

Vacancies:

- Clarksburg Library - Branch Supervisor non-MLS
 - Final interview August 3
- County Librarian
 - Next step in the process in late August – more information from HR expected soon

Conference Attendance/Staff Training:

- Staff attending the California Library Association conference in Riverside November 2-4 will be Sue Billing, Nancy Pacheco (Literacy preconference), Elizabeth Gray and Patty Valdovinos.

Events and special news:

- Davis Origami Group had at least 41 people at the Sep meeting. Among the attendees: an Israeli mom (husband is a visiting scholar at UCD) who translated my instructions to Hebrew for her daughters, a grandmother who has come several times, an elementary school age girl who has come several times (I've noticed her English has improved [ESL]).
- On Saturday a patron asked me about the Storytime Kits, and said they wanted to check out the Transportation kit. When I returned from storage with the LARGE School-Readydness Kit, the patron and his daughter were VERY excited. After checking the kit out to him, I helped him out to his car with it, as he had his hands full with his daughter. On the way out the patron said "Thank you so much

for having these kits. Every one we check out is so thoughtfully curated, and full of great books and fun activities. We are so impressed!” Daughter could hardly wait to get home with the kit—she wanted to hold it on her lap!

- A patron’s Interlibrary Loan request could not be filled through OCLC because there are no holdings in the U.S. Staff alerted him that they would order it through the Zip Books program – his response “I had no idea about the Zip books. I am so excited!!!!”
- You know you are in a small branch when you get a phone call with the request to give a message to someone who lives in Dunnigan. This person was calling from a middle school down south and looking to get in touch with one of her retired friends and colleague. She figured that we might be able to get a message to her friend and she was right as her friend is on our Friends board. Small world.
- At the end of last year, the longtime Archives volunteer Tom Crisp, had asked the Archives and Records Center Coordinator about using photographs in his book, [*The People of Buckeye and Early Winters*](#), without attributing them to sources because many of the photographs were from Ancestry.com. At Heather’s suggestion, Tom, before printing his book, reached out to the Ancestry.com users to gain permission. Tom recently forwarded an email from one of the individuals that he had reached out to for permission and who he had subsequently provided with a copy of his book. The email read:
 - “Tom, the book is amazing! The first thing I pulled out of my box of family photos was a letter, the author of which has remained a mystery for many years and is no longer a mystery thanks to your book. If you want I can send you a copy of it and some pictures of others in your book. William G and Margaret Edgar are my 3x great grandparents.”
 - Tom explained that “If he hadn’t been urged to get permission to use the photos from Ancestry.com this result wouldn’t have happened.” Tom will be providing the Archives with copies of the photographs and any other materials that he receives.
- Esparto staff had helped a patron needing help to print some materials. Staff noticed they were questions for a citizenship test, and showed the patron our Citizenship Tool Kit. The patron checked the Citizenship tool kit out, then came in to return the kit and told us she had taken the test and passed! She was very excited. Her citizenship ceremony will be in September. A couple of days later she came in and got online to enroll at Woodland Community College. Such a great experience for all of us.
- On Sunday the internet at Delta Charter Elementary School went down and River Delta School District could not provide a fix date. Without it staff and teachers

could not access curriculum materials, all of which are online. The principal contacted the library to see if we could help. We checked out three hotspots to the school for a week, allowing them to continue instruction uninterrupted. What a great opportunity for the library to support the school, put the hotspots to good use, and strengthen the partnership between the Library, the School District, and the community.

- The Library's Books by Mail program allows Homebound customers to work with a librarian by phone to set up their reading preferences, then to receive their library material through the mail. This material is mailed in pouches which have return postage on the card – all the customer has to do when through reading their books is to turn the postcard over and mail it back to the Library. Services are available to any resident who through disability, illness or lack of transportation are unable to visit their local library. "Homebound" customer accounts will not accrue library fines, insuring if items are returned late fines would not accrue, though if items were not returned the customer would remain liable for the cost of the material. Check with your local library if you want to find out more information about Yolo County Library's Books by Mail program.
- A customer left this chalk message outside the staff entrance at the Davis Library this week:



- One of the patrons in Yolo stopped at the desk one day to express her appreciation of the Library. She had come in last year, in November, to get some food from the distribution however, the food was all gone. Staff asked if she had any food to eat. When she replied she did not, as the Library was collecting food for fines there were several bags of food in the backroom. She was so appreciative that she was not turned away and was given food to eat. Since then she has used the computers and is currently looking for employment.

- Yolo County Library is joining with the American Library Association and libraries nationwide this September for Library Card Sign-up Month, an initiative to make sure that every student has the most important school supply of all – a free library card! Library staff will be attending Back to School nights throughout the county to provide information about the library and its services and sign students and their families up for library cards. Every person who signs up for a library card during the month of September will receive a free book bag.
- A Davis patron shared the following comment with a staff member: “I really appreciate how in tune this library is with current events. Every time I walk into the library I feel like bursting into tears as I encounter some new way the library is trying to let people know that it’s open to everyone. Thank you.”
- **Chinese Film Series Comes to Davis Library:** Yolo County Library is pleased to host a Chinese film screening series occurring this fall. All films will be in Chinese with English subtitles and screened on the second Wednesday of each month at 6:00 p.m. in the Blanchard Room of the Mary L. Stephens Davis Branch Library, located at 315 E. 14th Street in Davis. Community members are encouraged to join the screenings and discussion that follows. Popcorn and tea will be provided.
 - **October 11** “Walking to School”
 - **November 8** “A Time in Quchi”
 - **December 13** “Mark of Youth”
 - **January 10** “Orz Boyz”
 - **February 14** “My Old Classmate”
- West Sac Library had their first Teen Club meeting - the teens in attendance really enjoyed the ice breaker and snacks. They decorated the white board in the Teen Room which included the upcoming events at the library and book suggestions they thought other teens might like. What really surprised staff was how engaged the teens were. We played a round of UNO which they seemed to enjoy very much. We host the club every two weeks in the Teen Room at Arthur F. Turner Community Library at 5pm on Wednesdays. The next event we will be hosting a Virtual Reality event Wednesday, September 27th at 5pm.
- A patron came to library looking for all March 2017 Woodland Daily Democrat back issues. He said that his name was mentioned in the news in March, but he did not remember which date/issue. Staff looked up the eMagazines and Newspapers under the eLibrary, and just typed his unique last name and retrieved the article within a few clicks. He asked for a print out. They also showed him that he could get a full text article via email. He was so happy.

**Yolo County Library provides access for all to ideas
that inform, entertain and inspire.**

We connect people and ideas.