

DRAFT - Meeting Minutes

Meeting Location: Woodland Public Library
Wednesday, October 11, 2017 – 6:30 PM

CALL TO ORDER: 6:35 PM

PRESENT:

- Chris Crist, Interim Library Administrator
- Scott Love, Interim Asst. County Librarian
- Anthony Wright, Chair, District 2
- Mark Fink, District 1
- Rebecca Fridae, Vice Chair, City of Winters
- Carol Strunk, District 1 Assistant Deputy
- Diane Adams, District 3
- Sharon Hallberg, City of Davis
- Holly Bishop, District 4
- Susan Martimo, City of West Sacramento
- GUEST: Yong Xiong, Admin Servs Analyst
- GUEST: Maria Sandoval, Library Associate
- GUEST: Joan Tuss, Adult Servs Librarian

1. INTRODUCTIONS

2. PUBLIC COMMENT: None

3. APPROVAL OF LIBRARY ADVISORY BOARD MINUTES FROM August 9, 2017

- Holly moved, Sharon seconded. Motion passed.

4. STAFF PRESENTATIONS:

- Yong Xiong – new Administrative Services Analyst
 - Yong began employment as an Administrative Services Analyst for the Yolo County Library in August 2017. Yong previously worked at Yolo County Health & Human Services Agency as an Employment Services Specialist for the CalWORKs Employment Services program.
- Maria Sandoval – new Library Associate
 - Maria has been working for the Yolo County Library since 2010. Maria was recently promoted to be a Library Associate at the Knights Landing Branch Library, which is open on Mondays from 1:00 p.m. to 6:00 p.m., Tuesdays from 3:00 p.m. to 8:00 p.m., Wednesdays from 10 a.m. to 12:00 p.m. and 1:00 p.m. to 6:00 p.m., and Saturdays from 1:00 p.m. to 5:00 p.m. The Knights Landing community is appreciative of the evening hours at the branch.
- Joan Tuss – Books by Mail
 - Books by Mail is a free service available to any resident who has a disability, illness, or lack of transportation that prevents access to a Yolo County Library branch. After one year of Books by Mail service, the Yolo County Library has 50 users, 446 packages (mailers) and 1099 items (CDs, DVDs, magazines, books, etc.). The youngest Books by Mail user is 7 years old and oldest user is 99 years old. Completed patron surveys reveal

that Books by Mail users find the program easy to use and they like the selection of books provided to them. Users also want to be notified by e-mail when Books by Mail packages are mailed to them. Over the course of the year, 18 users have requested to stop using the program for a variety of reasons, including health improvement, relocation, death, and ability to visit the library in person.

- Anthony asked if the Books by Mail program can afford to have more users and Chris replied that the Yolo County Library welcomes more users, but if the number of users grow beyond a certain threshold then the Friends may be asked to help pay postage cost.
- Scott Love – Rapid Response Team
 - The Frontline Leadership Team, which consists of librarians and branch supervisors, created the Rapid Response Team in response to the community's request for information because of the changing social, political, and economic climate of the county and nation as a whole. The Rapid Response Team selected a number of current issues that are of interest to the community, including Black Lives Matter, Fake News, Income Inequality, Refugees and Asylum Seekers, Climate Change, Health Care for All, and LGBTQIA. The Yolo County Library website provides resources for these current issues under the eLibrary link. There are also flyers available to the public that provide resources such as library materials and databases for in-depth research.
 - Rebecca asked if other topics such as the Second Amendment, the right of individuals to keep and bear arms, could be included in the list of current issues. Scott stated the Rapid Response Team could look into it. Anthony asked about the criteria for selecting the current issues and Chris stated the list of current issues came from the American Library Association.

5. INTERIM LIBRARY ADMINISTRATOR'S REPORT

- Budget Update, including Grants
 - State-Wide Student Success Initiative Grant: The Yolo County Library, with assistance from a mentor library, will be developing MOUs with Esparto Unified School District and Delta Elementary Charter School in Clarksburg to provide every student with a full use library card during 2018-2019. If a student has a student ID card then Yolo County Library will work with the school to turn that student ID card into a library card. Yolo County Library will ask the Board of Supervisors for approval to drop fines for students in order to encourage schools and parents/caregivers to participate. If the Student Success Initiative is successful, then the Yolo County Library will develop MOUs with other local public and private schools to provide more students with library cards.
- Facilities
 - Facilities Master Plan: The short and long version of the Facilities Master Plan will be shared with the Library Advisory Board and Friends of the Yolo County Library. Bound copies of the long version of the plan will be provided to the Board of Supervisors and be available at each of the branches for the public to read. Mark suggested a copy of

the Facilities Master Plan should be available on the Yolo County Library website. The long version of the plan contains community comments about the Yolo County Library and staff is already using the comments to develop programs for the community. Parts of the Facilities Master Plan are going to be included in the Capital Improvement Plan for Yolo County, which is scheduled to go to the Board of Supervisors on October 24, 2017.

- HR and Operations
 - Cristina Ruiz, Library Assistant at the Arthur F. Turner Community Library, has been promoted to be a Library Branch Supervisor at the Clarksburg Branch Library. Cristina will be invited to attend the next Library Advisory Board meeting.
 - Two full-time Library Assistant positions are vacant at this time. Interviews for these two positions will take place within the next few months.
 - Mark Fink has been hired as the new Yolo County Librarian. Mark will start his first day of work on November 13, 2017.
 - Yolo County Library in the News: Enki Library of eBooks is available to library card holders. Enki enriches the Yolo County Library collection by providing online access to popular fiction and nonfiction genres as well as self-published and indie published digital content.

6. NEW BUSINESS

- Yolo County Library Foundation
 - November 11, 2017 from 10:00 a.m. to 1:00 p.m. is the date and time for the Library Advisory Board, Yolo County Library Foundation, and Friends meeting/potluck at the Mary L. Stephens Davis Branch Library, located at 315 E. 14th Street, Davis, CA 95616.
 - The Library Advisory Board will need to choose a new representative to be on the Yolo County Library Foundation because Mark has been hired to be the new Yolo County Librarian and he can no longer be the Library Advisory Board's representative.
 - Yolo County Library will need copies of the Friends calendar for 2018.
- LAB Committee Reports:
 - Finance
 - Hospitality
 - Legislative
 - Facilities Master Plan

7. OLD BUSINESS

- Proclamation that "Libraries Are For Everyone" will be discussed at the next meeting.

8. YOLO COUNTY LIBRARY FOUNDATION

9. LAB DEVELOPMENT

10. LIBRARY ADVISORY BOARD MEMBER REPORTS

- Holly
 - City/Davis Downtown 2X2: Library mixed-use discussion is still ongoing.
 - Cruisin' into the Next Chapter on August 26, 2017 was a successful event sponsored by the Friends of the Yolo Branch Library to raise funds for the library.
 - Friends of the Davis Public Library had a 3-day book sale in October 2017 and made \$8,879 in book sales and \$530 in membership fees.
 - Logos Bookstore profit and loss for September 2017: \$8,282 in total income; \$2,224 in total direct funding to the Mary L. Stephens Davis Branch Library; \$4,873 in total expense of the programs; and \$1,524 in the total administrative expense.

- Mark
 - West Sacramento Friends of the Library are having their annual dinner on October 19, 2017. The Friends are looking for new officers.
 - The Friends of the Clarksburg Library held their 29th Annual Wines of Clarksburg and Art Auction on September 17, 2017.

- Diane
 - Yolo Reads 9th Annual Literacy Celebration was on September 23, 2017. Approximately 30 people attended the event and Supervisor Don Saylor was there to honor the accomplishments of adult learners and volunteer tutors.
 - Friends of the Yolo County Archives will have a meeting on November 2, 2017.

- Susan
 - Library staff at the Arthur F. Turner Community Library will be having a volunteer appreciation dinner on November 3, 2017.

- Rebecca
 - Books and Brews to Benefit the Winters Friends of the Library was a success.
 - Winters Friends of the Library will be meeting on November 6, 2017.
 - Winters Friends of the Library raised funds to rebuild a playground and construction has started.

11. BOARD OF SUPERVISOR'S REPRESENTATIVE

12. ACTIONS ITEMS

13. NEXT MEETING

- December 13, 2017 at the Winters Community Library (708 Railroad Avenue, Winters, CA 95694) at 6:30 p.m. The Library Advisory Board will be having a holiday potluck.

14. ADJOURNMENT: 8:45 p.m.