



Yolo County Library Library Advisory Board

MEETING MINUTES

Meeting Location: Mary L. Stephens Davis Branch Library
315 E. 14th Street, Davis CA 95616
Wednesday, February 10, 2016 – 6:30 PM

CALL TO ORDER: 6:36 PM

PRESENT:

- Patty Wong: County Librarian
- Susan Martimo: LAB Chair, City of West Sacramento
- Bill Campbell: Retired, District 1
- Anthony Wright: District 2
- Diane Adams: District 3
- Holly Bishop: District 4
- Rie Surad-Miller: District 5
- Sharon Hallberg: City of Davis
- Rebecca Fridae: City of Winters
- Jenny Tan: Administrative Analyst
- GUEST: Carly Brotherton
- GUEST: Margaret Pelrine
- GUEST: Scott Love
- GUEST: Ken McDonald
- GUEST: Marianne Estes: Deputy for Oscar Villegas

1. INTRODUCTIONS

- Ken McDonald, Vice President of the West Sacramento Friends of the Library. Ken grew up with a respect and passion for books as his mother was a Librarian. He appreciates books and their meaning. He was initially a volunteer for the toy library at the West Sacramento branch before becoming a member of the WSFOL.
- Margaret Pelrine, Librarian, from the Clarksburg Branch Library. Margaret has worked for the Yolo County Library for almost 20 years and has been essential to the system on different projects. She has helped develop the Clarksburg branch's programming by working with the Delta Elementary Charter School and fostering relationships with faculty and parents and developing relevant curriculum. The library hosts weekly classroom visits which allows children to learn about and become invested in the library. Last year for Summer Reading Program Margaret offered 'Lunch at the Library' where children had the opportunity to receive free healthy meals at the library, which will return this year.
- Carly Brotherton, Library Assistant, from the Knights Landing Branch Library and Davis Branch Library. Carly has almost 10 years of experience with the system and was originally at the Arthur F. Turner Community Library. She has an affinity for young adults and teens and providing youth development accessibility. In the last 8 months she has been expanding her programming

experience at the Davis branch by participating in “Mother Goose on the Loose” and “Family Fun Time.” In the last 6 months she has been managing the Knights Landing location and the experience has been very rewarding; she plans programs, provides bilingual story time and has built a great relationship with the Robbins elementary school and Sci-Tech. Additionally she has fostered collaborations with organizations such as Yolo Center for Families. She is looking forward to doing more outreach and getting to know the community on a deeper level and hopes to make Knights Landing branch more successful and accessible through her leadership and programming skills. The branch will be adding another day of service on March 29 to provide evening hours for families and children to visit the library. Carly adept at making strong relationships to allow projects and duties to work successfully.

2. PUBLIC COMMENT: None

3. APPROVAL OF MINUTES: December 9, 2015

- No corrections or discussions. All in favor. Minutes were approved.

4. LAB DEVELOPMENT

- 2016 Important Dates Calendar – **Jenny will add new dates**
- Holly will miss the next Davis Friends meeting but Anthony will be able to attend in her absence.

5. OLD BUSINESS - UPDATES

- The new start time for LAB meetings has been updated on all platforms
- Patty and Jenny have only received updated rosters from the Friends groups in Davis, West Sacramento, Esparto, Knights Landing and Winters. **Still missing Friends rosters for Archives and the branches in Clarksburg and Yolo.**

6. NEW BUSINESS (LAB committees reports: Finance, Hospitality, Legislative)

- **Finance:** The group did not meet. Any updates will be provided at the next meeting.
- **Hospitality:** For better efficiency Rebecca will check in with the site’s LAB representative to provide organized event refreshments.
- **Legislative:** There has been national media attention regarding funding for LSTA (Library Services and Technology Act). Advocates have suggested contacting local legislators during recess session. Sharon and Diane have contacted John Garamendi’s office in Davis in hopes of trying to meet with him; they are waiting to hear back from a staff representative but will in the meantime continue their efforts to contact legislative staff about the importance of increased funding for the library.
- A question was raised on the protocol of meeting legislators since the LAB is a county approved board. It was mentioned that LAB members prepare talking points that can be raised and discussed at LAB meetings beforehand and can share pre-approved pamphlets or materials advocating library programs and services. There is also a process in which county counsel may provide input.
- **Facilities Master Plan Committee:** Rebecca, Holly, Susan and Anthony will meet with Patty and library staff on March 8 from 3:30 – 4:30 PM at the Mary L. Stephens - Davis Branch Library in the small conference room. The goal is to provide recommendations on the scope of work in moving

forward as it relates to capital improvements plan. The agenda will be sent out to LAB members beforehand and input is welcome. Most of the work will be done virtually.

7. COUNTY LIBRARIAN'S REPORT

- The Yolo Branch Library will add another day of service (5 hours) beginning March 19 as will the Knights Landing Branch Library on March 29. There will be a small celebration at each location those days to kick off the new hours.
- In regards to the Assistant County Librarian position, it will be under-filled with Chris Crist as the Financial Administrative Officer. She was best suited to the position with her expertise and knowledge of all library facets. She has worked for the library for 17 years and continues to be a dedicated supporter. The Business Services Manager position is currently empty but recruitment is currently open, closing on February 26.
- The Archives and Records Center Coordinator recruitment will be developed in the meantime and open after the Business Services Manager position has been filled. The Library hopes to recruit at ALA in Orlando, Florida this year to gain more publicity for this position.
- The Library is undergoing a Library Reconsideration, which is when a customer has a request to remove an item from the shelf or collection. Additionally an independent body is selected to identify authorities with knowledge and varying perspectives of the item to participate in a panel and deliberate on a set course of action. The panel also reviews the collection development policy. **In the next LAB meeting, Patty will bring an example for the members.**
- The renovation of the Yolo Branch Library is moving forward with WMB providing three options for possible dimensions and layout. **Patty will bring visual aids to the next LAB meeting.** Currently the library, which was built in 1917, is one of four remaining Carnegie buildings in California and is the only one currently being used/occupied. The Community Advisory Group, which is made up of a great mix of teens and residents, including the Cache Creek High School Principal. Ten members of the group recently toured the branches in Clarksburg, Winters and Esparto to gain awareness of physical spaces as well as a deeper understanding of how a library ties into the community and its needs. The group will be meeting in March and hopefully by April there will be some finished 3D images/products. The renovation to the library is funded by developer impact fees with Friends contributions. The Friends hope to start fundraising soon. An idea was raised to ask existing Friends groups to assist in effort or monetary value to the Yolo renovation.

8. LIBRARY ADVISORY BOARD MEMBER REPORTS (Each member has an opportunity to comment on library services in Yolo County.)

- **Anthony Wright (District 2):** He is enjoying learning about the Board and his role and will have more feedback at the next meeting.
- **Diane Adams (District 3):** Sharon and Diane are continuing their efforts to reach out to local legislature regarding LSTA. The Woodland Public Library is in the process of a \$600,000 project to create a maker space/community learning lab. A committee was formed to assist this project and they have selected an architect from Gyrotech. The library is continuing their 13 part speaker series, "Fit to Commit" which is every Wednesday from 6:00 - 7:30 PM and will end on March 30. They are also partnering with the Yolo County Library on a Bike mobile launch.

- **Holly Bishop (District 4):** The Friends of the Davis Public Library made \$7,807 at their last book sale and \$1,185 was in membership renewals. The Friends recently started using discounts in the form of pink cards, allowing members to receive a \$4 discount on Friday Book sales. 223 pink postcards were utilized in the last book sale. Holly is working with another Friends member, Edith, on creating lawn signs to distribute throughout town during the week of book sales to gain additional publicity.
- **Sharon Hallberg (City of Davis):** She is excited about the Yolo Branch Library's renovation and the progress that has been made so far. The Library received a grant from the Davis Odd Fellows Lodge to go towards programming. Sue Billing, who is the Library Associate at the branch, has been doing a great job and investing in the young men of the community to come to library.
- **Rebecca Fridae (City of Winters):** The WFOL have organized a Quiz Show game for Friday, February 26 and so far 14 people have signed up. The event will have refreshments for everyone. They are also working on the Big Day of Giving that is coming up on May 3. The Friends are also planning a youth day parade on April 30. The Tree sale is set to happen on March 5, where last year the WFOL made \$5000 in four hours. Rebecca wanted to thank Sierra Gold Nursery for their trees. Lastly the Friends are working on creating a garden with funds from a deceased Friend's bequest.
- **Rie Surad-Miller (District 5):** Rie reports that less middle school students visit the school library for research. She is working with Elizabeth, the school librarian, to find ways to re-engage teens in reading and learning the value of a library. They are hoping to create incentives for reading.
- **Bill Campbell (District 1):** Bill will be stepping down as the District 1 representative for the LAB as soon as a replacement is found. Bill's business has been booming with federal contracts for products and so has less time to commit to outside ventures or organizations. He will still be involved with the WSFOL and assisting with recycling, book sales, and the alcove.
- **Susan Martimo (City of West Sacramento):** The WSFOL will be participating for first time in the Big Day of Giving and a committee has been created to help plan and publicize this event through Facebook and social media. The WSFOL are fiscal agents for a \$15,000 donation from the King-White Foundation for the Families Together program administered at the Arthur F. Turner Community Library. **Susan will email Jenny the LAB brochure to be updated. Jenny will send each LAB member 10 copies to hand out as needed.** The last WSFOL book sale brought in \$1500. The alcove brings in \$10,000 the whole year, which is a major funding source. The WFOL hope the Big DOG will rejuvenate funds and contribute to library projects or programs.

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

- **Marianne Estes (Deputy to Supervisor Oscar Villegas):** Marianne graciously accepted Bill's resignation and thanked Bill for his stellar commitment, dedication and contribution to the LAB and to the West Sacramento/Clarksburg community. A recruitment for this position, and others, will be sent out to enlist community members who use the library and can provide new perspectives. Oscar Villegas recognizes the hard work that members put into the LAB.
- Marianne received a request for children's books for HHSA clinics and asked if there were options within the LAB or the various Friends group. Patty and Rachel Hudson are already

working on providing or sponsoring books. Books can be dropped off with the WSFOL to be given to HHSA.

10. NEXT MEETING

- April 13, 2016 at the Arthur F. Turner Community Library (1212 Merkley Avenue in West Sacramento) at 6:30 PM

11. ADJOURNMENT at 8:46 PM.

ACTION ITEMS

1. Jenny will add new dates to the 2016 Important Dates Calendar
2. Jenny and Patty are still missing the Friends rosters for Archives, Clarksburg and Yolo
3. Patty will provide an update on the Reconsideration and will bring the policy for LAB review.
4. Patty will bring visual aids on the options to the Yolo Branch Library renovation
5. Susan will email Jenny the LAB brochure to be updated and Jenny will send each LAB member 10 copies to hand out as needed