



Approved Meeting Minutes
Meeting Location: Winters Community Library
Wednesday, December 13, 2017 – 6:30 PM

CALL TO ORDER: 6:40 PM

PRESENT:

- Mark Fink, County Librarian
- Chris Crist, Fiscal Administrative Officer
- Scott Love, Library Regional Manager
- Anthony Wright, Chair, District 2
- Rebecca Fridae, Vice Chair, City of Winters
- Carol Strunk, District 1 Assistant Deputy
- Rie Surad-Miller, District 5
- Sharon Hallberg, City of Davis
- Holly Bishop, District 4
- Susan Martimo, City of West Sacramento
- Yong Xiong, Admin Services Analyst
- GUEST: Katrina Laws-Ewald, Youth Services Librarian
- GUEST: Cristina Ruiz, Library Branch Supervisor
- GUEST: Sally Brown, Winters Friends of the Library, Yolo County Library Foundation

1. INTRODUCTIONS

2. PUBLIC COMMENT: None.

3. APPROVAL OF LIBRARY ADVISORY BOARD MINUTES FROM October 11, 2017

- Holly moved, Susan seconded. Motion passed.

4. STAFF PRESENTATIONS:

- Mark Fink – new County Librarian
 - Mark began his first day of employment on November 13, 2017.
 - Mark plans to get the Yolo County Library its own independent website; provide a way for patrons to pay library fees online; implement e-registration for a library card; and use market segmentation data to align library services with community needs.
- Chris Crist – Fiscal Administrative Officer
 - Chris will be retiring on December 14, 2017. Anthony thanked Chris on behalf of the Library Advisory Board for her service to the Yolo County Library, especially during the

transition period when she took on the responsibilities of Interim County Library Administrator.

- Cristina Ruiz– new Library Branch Supervisor
 - Cristina was recently promoted to be the Clarksburg Branch Supervisor. She was previously a full-time Library Assistant at the Arthur F. Turner Community Library.
 - Cristina is fluent in Spanish. She wants to reach out to the Spanish community in Clarksburg and partner with local schools to provide every child a library card.
- Katrina Laws-Ewald – new Youth Services Librarian
 - Katrina began her first day of employment on December 11, 2017. She previously worked at Solano County Library as a Web Librarian.
 - Katrina is interested in teaching teens how to create websites and plans on starting a computer coding program at the Mary L. Stephens Davis Branch Library.

5. COUNTY LIBRARIAN'S REPORT

- Budget Update, including Grants
 - Yolo County Library was awarded a Libraries Illuminated grant for \$15,000. The grant will provide the Arthur F. Turner Community Library, Mary L. Stephens Davis Branch Library, and Winters Community Library with two iPad Pro 12.9 inch display; two Samsung Galaxy Tab 53; two Dell Inspiron laptop computers; subscriptions to Deep Freeze to ensure privacy of patrons using the laptops; and one GoPro HEROS Black Camera.
 - Yolo County Library is working on two pilot projects as part of the Student Success Initiative: Esparto Unified School District and Delta Elementary Charter School in Clarksburg. The goal of the initiative is to provide every student with a library card that will provide full access to the library's collection and resources. Students will not be charged late fees for overdue materials and will only be responsible for lost or damaged materials.
- Facilities
 - Yolo County Library will be closed on December 24, 2017 for Christmas Eve; December 25, 2017 for Christmas Day; January 1, 2018 for New Year's Day; January 15, 2018 for Martin Luther King Jr. Day; and January 22, 2018 from 8:30 a.m. to 12:00 p.m. for an All Staff Training. Branches will be open from 2:00 p.m. to 6:00 p.m.
 - Yolo County Library will host a workshop on Childhood Creativity and Exploratory Learning on February 26, 2018 at the Mary L. Stephens Davis Branch Library.
 - Food for Fines program is from November 20, 2017 through December 31, 2017. Yolo County Library cardholders can donate one food item to clear \$1 from their overdue fines

and also feed the hungry during the holiday season. There is no limit to the number of donations and no limit to the reduction in overdue fines.

- Yolo County Library now offers Enki, an eBook platform, which has thousands of popular fiction and nonfiction genres, self-published titles, short stories and essays, classics, graphic novels, and more.
- As of August 2016, the Yolo County Library offers 199 computers and laptops for public use, including public Internet desktops, computers for accessing the library catalog, laptops, AWE computers, and self-check PCs.
- HR and Operations
 - Recruitment for an Assistant County Librarian will start next week.

6. NEW BUSINESS

- Yolo County Library Foundation (YCLF)
 - Sally reports the YCLF is working on establishing its non-profit status and determining its funding priorities. YCLF intends to work collaboratively with the Friends to raise funds for system-wide library programs.
 - Mark reports YCLF has established a bank account and will be paying a graphic designer to design a logo for the foundation.
 - The next YCLF meeting will be on January 22, 2018 at the Knights Landing Branch Library.
 - There is a vacancy on the YCLF Board which needs to be filled by a Library Advisory Board member. Sharon volunteered to join. Susan moved, Holly second. Motion passed.

7. LAB Committee Reports:

- Finance Committee– no report
- Hospitality Committee – no report
- Legislative Committee
 - The Library Advisory Board opposes the pending proposal to undo net neutrality. Anthony volunteered to send a letter to the Federal Communications Commission to

communicate the board's position. Rebecca moved, Sharon second. Motion passed.

- Scott is a new member of the California Library Association Legislative and Advocacy Committee.
- Facilities Master Plan Committee
 - Mark will meet with each of the Board of Supervisors in early 2018 to discuss the highlights of the Facilities Master Plan. Mark encourages the Library Advisory Board to attend the meetings, if possible.
 - Chris reviewed the Facilities Master Plan with staff during the last All Staff Meeting.
 - Scott and Library Regional Manager Dana Christy have shared and discussed the Facilities Master Plan with the Friends.
 - Anthony asked if Mark has a media roll-out strategy for the Facilities Master Plan. Mark says he wants to discuss the Facilities Master Plan with each of the Board of Supervisors before creating a strategic media plan.

8. OLD BUSINESS

- The “Libraries are for Everyone” proclamation is now posted at every branch. Anthony wants to know how the Yolo County Library is welcoming to immigrants, and other library users, who might feel excluded.
- Marks will ask library staff to complete an audit of the Yolo County Library’s collection, displays, and programs.
- Mark will report the findings to the Library Advisory Board at the next meeting.

9. YOLO COUNTY LIBRARY FOUNDATION

10. LAB DEVELOPMENT

- Anthony wants to know how the Library Advisory Board can structure its meetings and conversations to be helpful to Mark in his new role as County Librarian.
- Mark says he wants a Yolo County Library that is responsive to community needs and the Library Advisory Board can help him achieve that goal by creating capacity and space to provide input as representatives from their communities.
- The Library Advisory Board retreat is scheduled to take place April 2018. The Library Advisory Board will discuss the details of the retreat after the District 1 vacancy is filled.

11. LIBRARY ADVISORY BOARD MEMBER REPORTS

- Rebecca
 - Annual Meeting in November 2017 was well attended. Sonia Cortez, Yolo Superior Court's newest judge and first Latina member, spoke at the meeting about the importance of libraries.
 - Sally Brown will be the new president of the Winters Friends of the Library.
- Rie
 - Rie reported that there were some dissatisfaction from the Esparto community that the President of the Friends of the Esparto Regional Library (FERL) declined to do the annual Children's Christmas Shopping Day. Rie and another FERL member stepped in and made the fundraiser happen last Saturday, but there were fewer children participating than anticipated. Rie will attend the FERL Annual Meeting on January 9, 2018 to advocate for the Children's Christmas Shopping Day.
 - Rie reported that the Esparto Elementary School library staff removed the Dewey Decimal System from the library. Rie intends to meet with Superintendent Diego Ochoa and school board members to bring it back.
- Susan
 - West Sacramento Friends of the Library (WSFOL) Annual Dinner took place on October 19, 2017. WSFOL said goodbye to Touger Vang, Librarian at Arthur F. Turner Community Library, because he is relocating to North Carolina.
- Sharon
 - PG&E provided power for the modular building next to the Yolo Branch Library. Mark is working with library staff to get the interior of the modular ready.
 - Environmental Impact Report Scoping Meeting took place on November 30, 2017.
- Holly
 - December 2017 Friends of the Davis Public Library book sale: \$7,848.62 (book sale) + \$850 (membership) = \$8,698.62.
 - Logos Bookstore made a profit of \$4,591.49 in November 2017.

- City/Davis Downtown 2X2: County architect provided rough estimates for the cost of two different size libraries. The County is asking the City to form a subcommittee to determine the level of interest. The next 2x2 meeting will be in January 2018.

- Sharon on behalf of Diane who is not able to attend the meeting
 - Diane is pleased with the energy of the Yolo County Archives/Records Center Coordinator and Friends of the Yolo County Archives.

 - Diane is working with Yolo Reads to connect with adult school programs to find people who need literacy assistance.

12. BOARD OF SUPERVISOR'S REPRESENTATIVE

13. ACTION ITEMS

14. NEXT MEETING

- a. February 21, 2018 at the Mary L. Stephens Davis Branch Library (315 E. 14th Street, Davis, CA 95616) at 6:30 p.m.

15. ADJOURNMENT at 8:58 p.m.