

LIBRARY COMMISSION MINUTES
Special Meeting
September 14, 2009

Call to Order:

The meeting was called to order at 6:31 p.m. by Commission Chair Blakeslee.

Present:

Commission Chair Blakeslee, Commissioners Holderness, Ryan, Zahedani.

Absent

Commissioners Sessarego, Hindmarsh, and Jackson (Jackson moved to Parks and Recreation Commission).

Approval of Minutes

3. a. Commissioner Ryan moved to approve the minutes of July 6, 2009, as written.
Motion carried.

AYES: Commissioners: Holderness, Ryan, Zahedani, Blakeslee
NOES: Commissioners: None
ABSENT Commissioners: Sessarego, Hindmarsh
ABSTAIN: Commissioners: None

Business from the Floor

None.

Commission Chair Blakeslee read comments received (by email) from Commissioner Hindmarsh addressing several items on the agenda.

Reports and Presentations

5. a. Folsom Public Library Summer Reading Programs 2009

Library Director Curl presented a staff report and shared photos highlighting the Adult Summer Reading Programs for 2009

Library Director Curl gave a PowerPoint presentation highlighting events at both libraries for the 2009 Youth Summer Reading Program.

Library Director Curl shared participation statistics for both the Youth and Adult Summer Reading Programs.

5.b. Annual Statistics Fiscal Year 2008-09

Library Director Curl presented the annual statistics for Fiscal Year 2008/09.

New Business

6.a. Volunteer Program Update

Library Director Curl presented the staff report explaining that at several recent Library Commission Meetings Commissioners have included comments about the need to increase our usage of volunteers and to expand the use of volunteers beyond the current volunteer positions.

Library Director Curl presented the Commission with a draft of a newly restructured volunteer application and asked for feedback from the Commission. Library Director Curl responded to questions and comments from the Commission and stated she would bring back the proposed final application to the Commission at a future meeting for their approval.

Old Business

7.a. Folsom Library Commission Meeting Schedule

Library Director Curl presented the staff report explaining that during this time of reduced staffing, hours and resources there has been less time available to explore items that would engage the commission such as strategic planning, marketing, and updating policies. There are still many areas in which the library would like to engage the commission in planning and soliciting input; however, the time between meetings is rarely enough turn around time for follow-up on covered items, or to come up with new items for the commissions review. In addition, 20-30 hours of work spread across various staff members goes into each commission meeting.

Library staff recommends that the Folsom Library Commission consider meeting bi-monthly for fiscal year 2009-10. The suggested schedule would hopefully give staff the necessary planning time to prepare for each meeting.

At the July 6, Library Commission Meeting, Commission Chair Blakeslee reminded the Commission that this is an item up for discussion and approval. He stated that he feels he would like to have the Commission give it a little more thought before going forward with a recommendation and bring this discussion back at the next meeting when the

entire Commission body will be present. A motion was made and approved to bring the item back to the September meeting.

Commissioner Ryan asked if it would be feasible to have a more informal meeting, a “round table” type of venue without staff in attendance, on the even months.

Library Director Curl stated she would check with the City Clerk for proper protocol on this venue, as far as who would take minutes, etc.

Commissioner Ryan asked if this could be done by sub committees, would minutes be required?

A discussion by the Commission followed.

Commissioner Zahedani asked, regarding the list of city events attached, whether the library would have a booth or would the commissioners just walk around and talk to people.

Library Director Curl stated that at the July meeting Commissioner Ryan requested a list of city events. Library Director Curl suggested that possibly a sub-committee could be formed to discuss how the Commission wants to be represented at such events.

Commissioner Ryan stated that she really appreciates the list and is very interested in starting a sub-committee to talk about the Library Commission making a public presence. She stated her understanding of being a Commissioner and part of a Commission is to be advisory to the City Council and provide feedback from the community about what kind of library services they desire.

Commission Chair Blakeslee requested that Library Director Curl look into the feasibility of having the Commission meet in a different venue without staff, and an agenda the Commissioners put together.

Commission Chair Blakeslee moved to schedule the Library Commission meetings for fiscal year 2009/2010 to bi-monthly meetings on the odd months and to have flexibility and the option to not cancel on even months but rather create an alternate venue meeting or off site location service.

AYES:	Commissioners: Holderness, Ryan, Zahedani, Blakeslee
NOES:	Commissioners: None
ABSENT	Commissioners: Sessarego, Hindmarsh
ABSTAIN:	Commissioners: None

A discussion followed the vote as to whether the October meeting would be held. Library Director Curl explained that the Commission had just voted to cancel the meeting with an option to hold an alternate venue meeting. Commissioner Holderness expressed concern that she did not want the default on the motion to be that the meetings were canceled.

Library Director Curl requested that discussion on 7.a. be postponed to allow the café vendor to address the Commission based on the late hour. Commission Chair Blakeslee suspended item 7.a. and opened item 7.b.

7.b.Cafe Update

James Mickelson, Café Quintessence, Operator, addressed the Commission about his plans for the café space. He stated that funding was an issue at this time and he is looking at about 6 months to a year before he could open. He could possibly expedite the time line with fundraising, but he feels it would probably take a year for him to open on his own.

A discussion by the Commission followed and Mr. Mickelson responded to questions by the Commissioners.

Mr. Mickelson agreed to come back to the November 2, 2010, Commission meeting and present a scalable plan and a better time frame.

8. **Library Director's Report**

Library Director Curl provided the following report and responded to questions from the Library Commission.

- Impact of School District Library Closures
- Youth Services Librarian Recruitment
- F.L.A.S.H. Program Changes
- Teen Read Week
- Staff News
- Upcoming Library Programs in Adult, Children's and Teen

7.a. Folsom Library Commission Meeting Schedule (re-opened)

Commission Chair Blakeslee stated that he wants to meet again in October, and take the burden off of staff and suggest that there be 4 bullet points of discussions:

- Review and discuss the draft of the volunteer programs with a full Commission.
- Review and discuss potential agenda items for the even months.
- Review and discuss the rules for alternate venue events, meeting or otherwise.
- Review and discuss the potential café resurrection vs. alternate use of that proposed area.

Commissioner Ryan suggested that the café discussion be held off until Mr. Mickelson returns at the November 2, 2010 meeting.

Commission Chair Blakeslee stated that the agenda be just the 3 items, no formal reports and no staff, just the minutes..

Library Director Curl stated that you cannot hold alternate meetings until alternate meetings have been discussed. (Clarified by the City Clerk).

Commission Chair Blakeslee moved to make an amendment to the previous motion that we amend it to be effective November 2, 2009.

AYES: Commissioners: Holderness, Ryan, Zahedani, Blakeslee
NOES: Commissioners: None
ABSENT Commissioners: Sessarego, Hindmarsh
ABSTAIN: Commissioners: None

Commissioner Comments

Commissioner Holderness stated that our role is not just to sit here and applaud, our role is to look at things critically and take action. Things need to be done by Robert's Rules of Order, they need to be done correctly. We are not cheerleaders up here.

Commissioner Zahedani stated that she just had some edits for Library Director Curl on the draft Volunteer Application. She stated that she thinks it looks great, simple is better.

Meeting adjourned at 8:53 p.m.

Janet Robinson, Senior Office Assistant