

**LIBRARY COMMISSION MINUTES**  
**Regular Meeting**  
**January 4, 2010**

**Call to Order:**

The meeting was called to order at 6:30p.m. by Commission Chair Blakeslee.

**Present:**

Commission Chair Blakeslee, Commissioners Hindmarsh, Reinking, Ryan, and Sessarego.

**Absent**

Commissioners Holderness and Zahedani.

**Oaths of Office**

3.a. JoAnne Reinking

Library Technician Nemes administered the Oath of Office.

**Election of Chair and Vice Chair**

Commissioner Ryan nominated Commissioner Blakeslee for Chair.

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

Commissioner Hindmarsh nominated Commissioner Ryan for Vice Chair.

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

**Approval of Minutes**

5. a. Commissioner Ryan moved to approve the minutes of November 02, 2009, as written. Motion carried.

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

### **Business from the Floor**

Robert Bulaga addressed the Commission regarding the lighting in the parking lot at Norman R. Siefkin Public Library and the Georgia Murray Building.

Gail Kipp addressed the commission regarding use of the café space, donor plaques, emergency plan, cancellation of Commission meetings, and input on agenda items.

### **Reports and Presentations**

#### 7.a. National Gaming Day

Library Supervisor Galindo presented the staff report and gave a slide presentation on the library's participation in National Gaming Day.

#### 7.b. 2009/2010 Adjusted Budget with One Percent Reduction

Library Director Curl presented the staff report and responded to questions and Comments from the Commission.

#### 7.c. 2010/2011 Annual Library Budget Preparation

Library Director Curl presented the staff report and asked the Commission for their feedback.

Commissioner Hindmarsh commented on utilizing volunteers for shelving and using volunteers with professional experience for reference work.

Commissioner Hindmarsh recommended pulling out of Norman R. Siefkin Public Library completely, staff and materials and concentrate on keeping one building going with full services.

Commissioner Sessarego asked who on the staff is helping to make the guidelines about where you are going to make cuts in the budget.

Library Director Curl stated that she accepts input from all staff.

Commissioner Sessarego suggested using volunteers to run even more of the library programs, without having to use staff

Commissioner Ryan stated that she would prefer having access to the building and the services available even with less staff.

Commission Chair Blakeslee agreed that having the building open is a priority, possibly utilizing volunteers to help customers with computers and self check.

Commission Chair Blakeslee ranked the five core service areas as follows:

1. Programming
2. Circulation customer service
3. Reference customer service
4. Collection management
5. Items returned to shelves

Commissioner Reinking suggested streamlining the volunteer program, making it easier to volunteer. Keep moving in the direction of having programs directed by volunteers and taking direction from the public on what programming they would like.

A discussion about the impact of closing Norman R. Siefkin Public Library followed.

### **Old Business**

#### 8.a. January 19<sup>th</sup> Shift to All-Paperless Notices for Holds and Overdue Items

Library Supervisor Galindo presented the staff report. Commissioner Ryan moved to approve all-paperless notices for holds and overdue items as presented. Motion carried.

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

### **New Business**

#### 9.a. Review and Approval of Library Commission Calendar of Scheduled Meetings

Library Supervisor Galindo presented the staff report. Commissioner Sessarego moved to approve the calendar of scheduled meetings for 2010 with the changes of moving the April 5, 2010, meeting to April 12, 2010, and July 5, 2010, meeting to July 12, 2010. Motion carried.

AYES:	Commissioners: Hindmarsh, Reinking, Ryan, Sessarego, Blakeslee
NOES:	Commissioners: None

ABSENT Commissioners: Holderness, Zahedani  
ABSTAIN: Commissioners: None

#### 9.b. Review and Approval of Library Closure Schedule for 2010

Library Supervisor Galindo presented the staff report. Commissioner Sessarego moved to approve the library closure schedule as presented. Motion carried.

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

#### **Discussion Items**

##### 10.a. Folsom Public Library Georgia Murray Building and Norman R. Siefkin Public Library Emergency Plans

Commissioner Hindmarsh requested this item be held over to the February meeting to allow more time for discussion.

Commissioner Sessarego requested that the Commission receive an electronic copy of the plans prior to the meeting enabling the Commission to read through the documents prior to the meeting.

Commission Chair Blakeslee agreed to move item 10.a. Folsom Public Library Georgia Murray Building and Norman R. Siefkin Public Library Emergency Plans to the February 1 2010 meeting.

#### **Library Director's Report**

Library Director Curl presented an overview of programming in Adult, Children's and Teen for the month November.

Library Director Curl provided the following report:

- Update on the Georgia Murray café space.
- Update on preparing a Memorandum of Understanding between the partner libraries.
- Update on the Volunteer Match training.
- Sharing staffing between departments
- Proposed Spring Cleaning/Spruce up the library event

### **Commissioner Comments**

Commissioner Hindmarsh thanked Library Supervisor Galindo and Library Director Curl for all their hard work and shared her appreciation for holding over the item on the emergency plans.

Commissioner Sessarego asked that the Commission be kept informed of any need that members of the Commission should attend City Council or other meetings ( on behalf of the library).

Commissioner Sessarego asked Library Supervisor Galindo if the library received the grant (from Target) that was submitted last year. Library Supervisor Galindo responded that yes the library did receive the grant and programming will start the end of January at the Norman R. Siefkin Library and the end of March at the Georgia Murray Building.

Commissioner Sessarego thanked Library Director Curl and Library Supervisor Galindo for their hard work during these difficult times.

Commissioner Ryan enjoyed the National Gaming Day report.

Commissioner Ryan stated that she really appreciated the Budget Preparation Schedule.

Commissioner Ryan requested that the lighting issues in the parking lot at Norman R. Siefkin Public Library and the Georgia Murray Building brought before the Commission from the public ( Business from the Floor) be placed on a future agenda.

Commissioner Reinking thanked the Commission for the wonderful work they have done. She stated she is glad to be a part of the Commission.

Commissioner Reinking thanked Library Director Curl and Library Supervisor Galindo for their hard work.

Commission Chair Blakeslee stated that he was sorry to here that Mr. Mickelson will not be going forward with the coffee café.

Commission Chair Blakeslee stated that he is entering what will be is 12<sup>th</sup> and probably his final year as a Library Commissioner and he is appreciative of being elected to Chair the Commission for 2010.

Meeting adjourned at 9:10 p.m.

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Janet Robinson, Senior Office Assistant

