

**LIBRARY COMMISSION MINUTES**  
**Regular Meeting**  
**February 1, 2010**

**Call to Order:**

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

**Present:**

Commissioners Ryan, Hindmarsh, Reinking, and Sessarego.

**Absent**

Commission Chair Blakeslee, Commissioners Holderness and Zahedani.

**Approval of Minutes**

3. a. Commissioner Hindmarsh moved to approve the minutes of January 4, 2010, as written. Motion carried.

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

**Business from the Floor**

None

**Reports and Presentations**

5.a. Folsom Public Library Quarterly Statistics

Library Supervisor Galindo presented the Quarterly Statistics

5.b. 2010/2011 Annual Library Budget Preparation

Library Director Curl presented the staff report and asked the Commission for their priorities for library service.

The Commission unanimously agreed that keeping the Georgia Murray Building open 6 days is the #1 priority.

### **Discussion Items**

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

Library Supervisor Galindo presented the staff report reviewing both emergency plans.

Commissioner Hindmarsh asked if there was a city chain to go through in the event the Library Director or Library Supervisor were unavailable. Library Supervisor Galindo responded that the staff knows to contact the Assistant City Manager.

Commissioner Hindmarsh asked if there were any legal issues that could arise at NRS should the school go into a lockdown. Library Supervisor Galindo responded that staff would try to follow the school district plan but would be unable to force a member of the public to stay if they chose to leave.

Commissioner Hindmarsh asked if the GMB plan should cover what to do should someone die on sight as opposed to just mentioning accident or illness. Library Supervisor Galindo stated it would be handled like any emergency by calling 911 but language to that effect could be added to the plan.

Commissioner Sessarego asked how staff was being trained. Library Supervisor Galindo responded that the city does require fire drills; she stated that the city doesn't require other drills by all departments. Commissioner Sessarego stated that it is a good idea to conduct other drills such as a lock down drill; it helps educate the staff in what to do.

Commissioner Hindmarsh questioned if the City had a plan should the school district close the Vista del Lago campus due to infectious disease. She stated that would be a good thing for the City to have in the emergency plan as to how it would affect the NRS library.

#### **6.b. Folsom Public Library Georgia Murray Building and Norman R. Siefkin Public Library Parking Lot Lighting Update**

Library Supervisor Galindo presented the staff report explaining that the lights in the parking lot (at NRS) lights are on a timer and the building is on a sensor. Staff is waiting for training on how to override the timer for the parking lot so that staff will be able to have lights in the parking lot when the school is closed, there is now an emergency number to call.

### **7. Directors Report**

Library Director Curl reported on the following:

- Folsom Public Library Foundation closure, the funds were presented to the Friends, staff now has a copy of the check, \$6400.
- Closing the library on Easter Sunday, the City of Folsom Human Resources Department does not recognize Easter as a City Holiday therefore the library will be open.
- Review of upcoming Adult, Children, and Teen programs.
- AARP Tax Assistance being offered in the Library Meeting Room on Monday's when the library is closed, possibility of other community services on Monday in the future.
- Run with Nature coming in May, Parks & Recreation Department event will be based in Folsom City Lions Park and the library will be used for registration the week before and the entire circular hall will be set up with participant tables with handouts and t-shirts, etc. the day of the event.

## 8. Commissioner Comments

Commissioner Hindmarsh commented on the possibility of bringing in volunteers on Monday to get materials back on the shelves quicker. This is one of the budget priorities and it would be easier when the building is empty.

Commissioner Sessarego commented that there was a lot of information presented tonight, a lot of positive dialog back and forth.

Commissioner Sessarego stated there is a Friend's Meeting this Saturday morning at 10:30 am. ( February 6, 2010).

Commissioner Reinking stated that this was a great meeting, it was nice to have some optimistic news about the budget.

Commissioner Reinking shared some information about a school library program for 5<sup>th</sup> graders at Oak Chan Elementary, the school librarian picks a book about 6 weeks out for the kids to read then has them come to a pizza luncheon to discuss the book she gets about 25-30 kids. It has been very well received and it could be a good outreach for Folsom Public Library to offer, even if we took it to a local school about once a semester or trimester.

Commissioner Ryan thanked staff for their responsiveness to inquiries at the last Commission Meeting.

Commissioner Ryan inquired if there could be some outreach on Brainfuse before summer.

Commissioner Reinking stated that the school district does have an electronic newsletter and this would be a good way to get the word out about Brainfuse.

Meeting adjourned at 8:04 pm.

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Janet Robinson, Senior Office Assistant

