

LIBRARY COMMISSION MINUTES
Regular Meeting
February 7, 2011

1) Call to Order:

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

2) Roll Call:

Present:

Commissioners Sessarego, Badiga, Boldt, Feinberg, Reinking, Ryan.

Absent:

Commissioner Marks

3) Oaths of Office-Library Commission

Library Supervisor Galindo administered the oaths of office to the following newly appointed Commissioners:

- a. Jaya Badiga
- b. David Boldt

4) Approval of Minutes

- a) January 10, 2011

Commissioner Reinking moved to approve the minutes of January 10, 2011 as written.
Motion carried.

AYES:	Commissioners: Sessarego, Badiga, Boldt, Feinberg, Reinking, Ryan
NOES:	Commissioners: None
ABSENT	Commissioners: Marks
ABSTAIN:	Commissioners: None

5) Business from the Floor

None.

Commissioner Marks arrived at approximately 6:40.

6) Reports and Presentations

a) Quarterly Statistics 2010-2011 2nd Quarter

Library Supervisor Galindo gave a brief overview of the library statistics; explaining that they are captured quarterly and annually. She then reviewed the 2nd quarter statistics with the Commission.

b) Library to Go NorthNet Library System Downloadable Collection

Library Supervisor Galindo gave a presentation on the new downloadable e-books. She went onto the Folsom Library web site and demonstrated how to request titles, put them on hold if necessary and how to download them to a compatible device.

7) New Business

a) Review of Fiscal Year 2011/2012 Operating Budget Preparation Process

Library Director Curl presented the staff report explaining that each year the City Manager provides direction to the Executive Management Team (EMT) regarding preparation of the City of Folsom's annual operating and capital improvement budgets. At this early stage staff is looking for the Library Commission to provide comments regarding the strategic direction for the Folsom Public Library and communicate priorities for future services levels including possible service reductions and possible new opportunities and/or directions that staff may explore as they build the preliminary budget.

Library Director Curl explained that Staff identified five core service areas during the design of our zero based budget in 2009-10. Staff asked the Library Commission to prioritize the service areas. The results, in descending order of importance, were:

- Programming
- Circulation customer service
- Reference customer service
- Collection management
- Items returned to shelves

Staff requests Library Commission review these directions and priorities and recommend any changes. Staff priorities for the 2010-11 budget are to protect the two areas that have taken the hardest hits in each of the previous rounds of cuts—staff and library materials. Each of these priorities is integral to supporting the five core service areas.

A discussion by the Commission followed, Library Director Curl responded to their questions and concerns. A general consensus from the Commission was to try and keep the Norman R. Siefkin Public Library open and to take that message to City Staff and City Council.

8) Old Business

a) Review of Library Commission Calendar of Scheduled Meetings

Library Supervisor Galindo presented the staff report. Commission Chair Ryan asked the Commission to please come back to the March meeting ready (after checking their personal calendars) to discuss the possibility of moving the regular monthly Library Commission Meeting to the 2nd or 4th Wednesday of the month.

b) "There's an App for all That" Library Services and Technology Act Grant

Library Supervisor Galindo presented the staff report explaining that for the first time, the State Library offered libraries a chance to write a short pitch of their idea for a grant without preparing a full grant proposal. Libraries that passed initial screening were then allotted 30 minutes to further expand on their pitch for a review panel.

Following our pitch and follow up phone interview, Folsom Public Library was invited to apply for one of the LSTA grants and the application was completed on January 24, 2011. The project will need to be completed by August of 2011.

Library Supervisor Galindo explained the 3 parts of the grant.

1. The library will use application driven devices to quickly and easily demonstrate the various apps that are available for information and research, and we will do this out in the library stacks, where our patrons are.
2. Digital signage will allow us to communicate and market events clearly for our patrons. We will use digital messages to not only market library events and feature new library services, but also deliver meaningful information about current events globally and locally.
3. Strategic Assessment will be based on the Strategic Reality Check designed by Joan Frye Williams and George Needham, well known library consultants. Initial data gathering can begin right away by searching for other plan documents that provide insight into the community, and through customer service reviews of other local service providers. A public input workshop and a staff workshop will be part of the package.

9) **Director's Report**

Library Director Curl presented the following items:

- Café update
- Sisters in Crime contest, Folsom Public Library winner for January, \$1000
- February, Love Your Library Month, Friends donation Birthday cake in lobby.
- Article in the February Style Magazine on Friends
- Updated library web page
- Senior, and Children's programs

10) **Commissioner Comments**

Commissioner Feinberg stated she appreciates all the work you (staff) do.

Commissioner Reinking welcomed the 2 new Commissioners, (Badiga and Boldt).

Commissioner Reinking thanked staff for all the work in providing extra information for the new Commission, very informative.

Commissioner Marks asked if there is any way to have a cooperative, maybe try to have a fund raiser with the new theatre, usually theatre, the arts, and the library go hand in hand. Response for the theatre has been the only positive shining light in the Community, far reaching, i.e. Modesto-Placerville. Within your own community possibly market the library to that population.

Commissioner Marks thanked staff for doing as much as they do for the community even with the limited staff and hours it's wonderful.

Commissioner Feinberg stated that her husband is on the Folsom Symphony Board and they are moving to the college and they always have booths/tables for outreach. Is it possible that we (the library) could have a table?

Commissioner Marks responded that this week-end was the grand opening and there were booths, many organizations, and maybe we (the library) could tie in as an educational facility. There are many events coming up and there might be a big opportunity with donors who are willing to help out.

Commissioner Sessarego welcomed the new Commissioners and said she is thrilled to finally have a full board.

Commissioner Sessarego stated that Ron Byrd, Treasurer of the Friends, has a brother that is a Librarian in Santa Clara County and every year they have a "Birthday Cake" donation receptacle to accept donations for the Friends of the library. Ron thought it would be a great idea to have one for the Georgia Murray Building in the month of

February every year to celebrate the library opening day anniversary, (February 24th) and Commissioner Sessarego said she was overwhelmed to see how elaborate the “cake” is.

Commissioner Sessarego stated that it has taken 4 years to finally get the large donor recognition plaque but it is finally been done and will be unveiled at a reception in the library on February 24th.

Commissioner Sessarego stated the dates for the Friends March Book Sale will be Friday, Saturday, and Sunday, March 11, 12, & 13. Normally there is a five dollar fee to attend on Friday night but this year the Friends Members are being invited to attend the Friday night preview sale at no charge. Commissioner Sessarego encouraged all of the Commissioners to become members of the Friends of the Library.

Commissioner Sessarego asked the Commission to please mark the February 24th, at 5:00 pm and March 11, 12 & 13 dates in their personal calendar.

Commissioner Sessarego stated the new grant sounds so exciting we’re thrilled to be part of it.

Commissioner Sessarego stated that we (the Friends) were featured in an article in the February Style Magazine and as a result of that article, Sue Ryan, the City’s Public Information Officer, contacted me and we (the Friends) are also going to be featured in the March City Newsletter.

Commissioner Badiga thanked (staff) for all of their hard work and thanked the Commission for their warm welcome. She stated she is looking forward to being useful and understanding more (about the library) than she did this time.

Commissioner Badiga addressed the issue of fundraising, asking if there is some way to tie in with some of the businesses in Folsom. She stated that she knows Intel has a big push encouraging science in children, school age children especially. Perhaps there is a way that they (Intel) could sponsor a monthly Science Day, or a program toward that nature.

Commissioner Badiga asked if Folsom Businesses, as a fundraiser, could possibly be encouraged to sponsor a seminar or lecture (paying a fee to the library) about their business to improve their own recognition and let the community become aware of who they are.

Commissioner Boldt thanked everyone for being very nice in receiving him for the first time and that he hopes he will be of help and assistance in the future.

Commissioner Boldt stated that he came into the library 2 days ago to introduce himself to Katy and her staff and he got a library card, he said that it was wonderful, meeting everyone they were all very gracious thank you again.

Commission Chair Ryan welcomed the new members and stated she is very excited with all of the creative solutions that were presented; your (staff) team is always so creative with their solutions. She stated she is very excited with all of the ideas that were presented, and hopes the Commission can tag in to all the creative ideas, both from the new Commissioners and the more experienced members.

11) Adjournment

Meeting adjourned at 8:36 pm.

Janet Robinson, Senior Office Assistant