

APPROVAL OF MINUTES
Agenda Item No.: 3a.
Library Commission Meeting: 09/11/06

LIBRARY COMMISSION MINUTES
Regular Meeting
August 7, 2006

Call to Order:

The meeting was called to order at 6:33p.m. by Chair Blakeslee.

Present:

Commission Chair Blakeslee, Commissioners Collins, Holderness, Kipp, and Myers.
Commissioner Ward arrived at 6:41p.m. after Approval of Minutes.

Approval of Minutes

Commissioner Holderness moved to approve the minutes of June 6, 2006. Commissioner Myers seconded the motion. Motion carried.

AYES: Commissioners: Collins, Holderness, Kipp, Myers, Blakeslee
NOES: Commissioners: None.
ABSENT: Commissioners: Ward
ABSTAIN: Commissioners: None.

Commissioner Myers moved to approve the minutes of June 9, 2006. Commissioner Collins seconded the motion. Motion carried.

AYES: Commissioners: Collins, Holderness, Kipp, Myers, Blakeslee
NOES: Commissioners: None.
ABSENT: Commissioners: Ward
ABSTAIN: Commissioners: None.

Commissioner Collins moved to approve the minutes of July 3, 2006 as amended. Commissioner Myers seconded the motion. Motion carried.

AYES: Commissioners: Collins, Kipp, Myers, Blakeslee
NOES: Commissioners: None.
ABSENT: Commissioners: Ward
ABSTAIN: Commissioners: Holderness

Business from the Floor

None

Reports and Presentations

Commission Chair Blakeslee moved item 5.c. (Report on Summer Reading Program 2006) ahead of item 5.a. (Georgia Murray Building development update).

5.c. Report on Summer Reading Program 2006.

Library Technician Susan Covington presented the staff report stating that the 2006 Summer Reading Program (SRP) was very successful, with participation gains in most areas of the program. Ms. Covington stated that three of the Thursday Fun Days at the Community Center featured animal programs to highlight the theme of “Paws, Claws, Scales, and Tales.” All of the programs were very well received. Total attendance for the seven programs was just over three thousand, a slight decrease from the 2005 attendance.

Library Technician Covington reported that this year’s SRP had twenty-eight teen volunteers who donated a total of six hundred and fifteen hours to the program helping man the sign-up/prize table in the library as well as assisting library staff at the Thursday Fun Day programs.

5.a. Georgia Murray Library Building Development Update.

Library Manager Knight presented the staff report stating that construction on the Georgia Murray Building continues on schedule with the focus remaining on sheetrock finishing and stucco application. Staff continues to work on internal systems that are not included in the construction project with the focus on voice and data communication, building access and security, computer and network equipment, and the radio frequency identification (RFID) system. Ms. Knight further noted that the City Council authorized the purchase of the RFID system from Checkpoint at its July 11, 2006, meeting. Special thanks to the Friends of the Library who contributed \$80,000 toward the purchase of the RFID equipment.

Library Manager Knight noted that staff is modifying the request for proposal for a coffee café operator to reflect the completed walls, flooring, ceilings, and plumbing hoping to attract a wider variety and greater number of vendors such as coffee cart style operators.

Library Manager Knight also informed the Commission that in addition to the construction-related tasks, the library staff is working with representatives of Baker and Taylor to identify titles for purchase, and staff will begin placing orders for new materials in time for the opening of the Georgia Murray Building. Purchases will continue over the next three years or until the funds are exhausted.

Commission Chair Blakeslee asked Commissioner Kipp to thank the Friends, on behalf of the Commission. for their generous contribution towards the RFID equipment.

Library Manager Knight stated that there was a recognition made to the Friends at the last City Council Meeting

5.b. Library Staff Recruitment Status

Library Manager Knight presented the staff report giving a brief summary of the positions being recruited; two Library Assistants, one Library Technician, and one Librarian. A discussion by the Commission followed.

5.d. Statistics July 2006

Library Manager Knight presented the staff report reviewing the statistics for July 2006.

A discussion by the Commission followed. Library Manager Knight responded to questions by the Commissioners.

5.e. Discussion of Library Trends and Futures

Library Manager Knight encouraged the Commission to watch a live web cast on August 11, 2006 entitled ***Perceptions and Realities: Confronting the New Library Environment*** and encouraged the Commissioners to read the articles she had passed out on making the library a more inviting space for the public. A discussion by the Commission followed.

Library Manager Knight encouraged the Commission to read the Folsom Community Survey on the City of Folsom website.

Commissioner Ward inquired what the meeting room policy would be for the new library.

Library Manager Knight responded that the Commission will be reviewing the policy in the future.

Commissioner Comments

Commissioner Kipp

Stated she had a conflict with the September 11, 2006 meeting. The Friends of the Library are meeting on that evening in the Library Community Room at 7:00 p.m.

Commission Chair Blakeslee

Stated that the Commission Meeting start time for the September 11, 2006 meeting will be at 6:00 p.m. to help accommodate the conflict.

Commissioner Ward

Asked why there wasn't any food at the meeting.

Stated that listening to the tape (of the meetings) is difficult and suggested better equipment with multiple mics might be a good idea.

Asked if the minutes will be posted on the internet.

Library Manager Knight responded that the minutes are being posted and that there are about five or six months already posted and staff is continuing to work on the process.

Commissioner Holderness

Asked of Commissioner Collins why the Parks and Recreation Commission were given the Veterans Memorial plaque to approve and the Library Commission was not.

Commissioner Collins stated that he did not know and would email to find out.

Chair Blakeslee

Thanked Library Manager Knight for the articles she is providing on where libraries are heading.

The meeting adjourned at 8:05 p.m.

Janet Robinson, Senior Office Assistant