

APPROVAL OF MINUTES

Agenda Item No.: 3.a.

Library Commission Meeting: 09/10/2007

**LIBRARY COMMISSION MINUTES**

**Regular Meeting**

**August 6, 2007**

**Call to Order:**

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

**Present:**

Commission Chair Collins, Commissioners Holderness, Kipp, Myers, and Ryan.

**Absent**

Commissioners Blakeslee, and Giancoli.

**Approval of Minutes**

4. a. Commissioner Kipp moved to approve the minutes of July 9, 2007 as amended. Motion carried.

AYES: Commissioners: Holderness, Kipp, Ryan, and Collins.

NOES: Commissioners: None.

ABSENT Commissioners Blakeslee, and Giancoli.

ABSTAIN: Commissioners: Myers.

**Business from the Floor**

None.

**Reports and Presentations**

5. a. Update on the Adult Services Programming

Librarian Kate McClure presented a slide presentation and updated the Commission on what type of adult programming is now being offered at the new Georgia Murray Building, Folsom Public Library. Adult programs are targeted at seniors and adults over eighteen:

- Regular Book discussions, two monthly, since March 29, 2007. An afternoon session and an evening session. Average attendance has been 4-6 people. The library acquires 10 copies for checkout of each title. After the discussions, these books will be added to a kit (like Story Express) and offered for checkout to individual groups. The kit will have the book and discussion guides.

- Senior First Friday's. Held the First Friday of the month. The March program was heavily attended, approximately 150 and was a tour of the new building. Subsequent programs have had an average attendance of 45-60. Refreshments are sponsored by the Friends of the Library.
- Computer Instruction. Initial class size was 6, 2 sessions were held afternoon and evening. Very basic classes for non-users.
  - Computer Basics-which covers such basics as how to use the mouse and instructions on keyboard use.
  - Introduction to the Internet and Email

Subsequent classes will be a class size of 12 and held on a Friday or Saturday mornings at 9:00am before the library opens. The following will be offered:

- A repeat of the initial 2 classes
- Using the Library Electronic Resources
- Topic classes-Travel, Consumer Health, Apply for a Job, etc.

A future service staff is looking in to is Computer Tutor: 1 on 1 instruction based on patron need, utilizing staff and volunteers.

- Pinebrook Collection Deposit, Community outreach program with the Pinebrook Mobile Home Village
- Afternoon at the Movies- beginning in October, a monthly "Old Classic" film
- Author Book Fair – Partnering with Barnes and Noble
- Explore the State Library funded program for Life After 50
- Cultural Diversity, Aspiring Authors, etc. for 2007/08
- Adult Collection
  - Regular orders for new items are being sent to Baker and Taylor
  - Gale Virtual Reference E-books (through MVLS)
  - Added new nonfiction titles to the McNaughton Rentals
  - Revamping standing orders for Large Print and Audio books
  - DVD's are very popular
  - Staff is developing proposals for "E" offerings and Playaways

Commissioner Kipp asked if there is some way to make all of the brochures on these programs more visible/readily available, especially to self-check patrons. Commissioner Holderness concurred.

Librarian McClure stated that staff would take a look and see what could be done to better locate/advertise program brochures.

Commission Chair Collins inquired what the demographics of the average attendees at the book discussions generally are.

Librarian McClure stated that typically they are in their 40s and above, some seniors, only one gentleman, so mostly woman. The afternoon sessions seem to be people who are not working and at the evening sessions the attendees are generally from the teaching profession.

Commission Chair Collins asked if in the computer training is staff receiving some sort of feedback from the attendees.

Librarian McClure stated that every attendee receives a packet of material that includes a course evaluation that they are asked to fill out before they leave.

Commission Chair Collins asked where the movies would be watched.

Librarian McClure stated in the meeting rooms.

Commissioner Ryan stated the attendance of the evening book discussions seems low, need to find a way to better publicize.

#### 5. b. Vista del Lago Library Update

Library Director Curl stated that the recruitment for the Library Supervisor position will begin very soon. The other positions will be closer to the opening date, but early enough to train in the Georgia Murray Building prior to the opening of Vista del Lago. Library Director Curl is working closely with Principal Dixon of the new high school on both staffing and the possibility of providing the school with some kind of interim library services prior to the opening of the new library. School begins on August 13<sup>th</sup> at the new campus.

Commissioner Holderness inquired when the new library will open.

Library Director Curl stated it is slated for March.

#### 5.c. Library Statistics July 2007

Library Director Curl reviewed the statistics for July 2007. Folsom remains number 1 in area circulation. Computer access capacity (hours available) and Computer hours used have been added to the statistics. In the month of July there were 6,786 hours available for public use and 3,347 hours were used. Note that 60% of the computer usage is in the adult side, the kids stations are not used as heavily.

### **Director's Report**

Library Director Curl provided the following report:

- **CAFÉ UPDATE**
  - Several interested parties have inquired about the café space in recent weeks. Expect to receive proposals in August. Next update to come in October.
- **PUBLIC RESTROOM FOLLOW UP**
  - In response to both commissioner's comments and public comment requests trash receptacles have been placed under the sinks in both the men's and women's restrooms. In addition baskets with paper towels have been placed on the counter. Facilities Staff has stated they do want to move the towel dispensers due to the damage that would happen to the walls.
- **BOOK SPINE UPDATE**
  - All book spines have been successfully removed from the old frames. The artist has been in to apply a protective coating to all of the ceramic book spines. Facilities staff has started building the new frames. Vacation schedules have delayed completion. New timeline for installation is mid to late August. We anticipate increased book spine sales after installation is complete.
- **BORDER'S BOOK DRIVE**
  - Border's has chosen Sacramento Public Library (SPL) as the recipients of Border's Book Drive in honor of their 150 anniversary. Thanks to SPL marketing director Gary Shaffer, Folsom Library will also benefit from book drive activity at the Folsom Border's location.

### **Commissioner Comments**

Commissioner Ryan commented on the Recommended Reads recently available in the Children's wing and how much she appreciates them.

Commissioner Ryan thanked Librarian McClure for her presentation.

Commissioner Holderness thanked Library Director Curl for her quick response to the issues in the Woman's restroom.

Commissioner Holderness stated she felt this was a good meeting. All of the reports were very good.

Commissioner Myers announced that she is resigning her position on the Commission as she and her family are relocating to Santa Barbara County, she stated how much she has enjoyed her time and will be back to visit.

Commission Chair Collins stated that Commissioner Myers will be missed and he thanked her for her hard work.

Commission Chair Collins stated that he appreciated the Director's Report on the agenda.

Meeting adjourned at 7:41p.m.

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Janet Robinson, Senior Office Assistant