

**LIBRARY COMMISSION MINUTES**  
**Regular Meeting**  
**February 4, 2008**

**Call to Order:**

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

**Present:**

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

**Absent**

Commissioner Blakeslee

**Approval of Minutes**

3. a. Commissioner Kipp moved to approve the minutes of January 7, 2008, as written. Motion carried.

AYES: Commissioners: Holderness, Kipp, Ryan, Giancoli, Collins.  
NOES: Commissioners: None.  
ABSENT Commissioners: Blakeslee  
ABSTAIN: Commissioners: None

**Business from the Floor**

None

**Reports and Presentations**

5.b.Vista del Lago Library Project Status

Library Technician Bulaga provided a Powerpoint/video and update on the construction progress, timeline and furniture for the Vista del Lago Library project and responded to questions from the Library Commission.

Library Director Curl added that the hiring timeline for the Library Supervisor position had been extended due to a lack of sufficient applications in the first round.

**Old Business**

6.a. Library Café Update

Library Director Curl informed the Commission that a new Request for Proposal (RFP) would be released, target date is Wednesday, February 13, 2008.

#### 6.b. Internet and Computer use Customer Responsibilities

Library Director Curl presented the staff report and informed the Commission that discussions with both customers and staff have recently brought to light issues of inconsistency in the area of time limits for customers. There has also been an increase in creative ways for people to find ways to get extra time without going through our process. City Attorney, Bruce Cline, went over the policy and suggested that extra time allowance including the current extensions offered by the system be spelled out and that staff involved be consistent with the time extensions.

The revised Internet and Computer use Customer Responsibilities document has been updated to remove confusing and unnecessary phrases and to add in reference to the computer reservation system.

Commission Chair Collins moved to approve the revised Internet and Computer use Customer Responsibilities with guest/visitor consistent wording. Motion carried.

|          |   |
|----------|---|
| AYES:    | Commissioners: Holderness, Kipp, Ryan, Giancoli, Collins. |
| NOES:    | Commissioners: None.                                      |
| ABSENT   | Commissioners: Blakeslee                                  |
| ABSTAIN: | Commissioners: None                                       |

#### 6.c. 2008-2009 & 2009-2010 Budget Preparation Update

Library Director Curl presented the staff report giving the Commission an update on the budget preparation status and responded to questions from the Library Commission.

### **New Business**

#### 7.a. Natoma Street Signage for the Folsom Public Library, Georgia Murray Building

Assistant City Manager Palmer presented the staff report explaining that the City will soon be installing six new signs that have already been funded through the Way Finding Program. There will be two signs at the corner of Stafford and Natoma. The idea of a new sign for the corner of the city park has already been brought to the City Manager.

Commissioner Kipp moved to make a recommendation to the City Council to design and fund a new sign for the Folsom Public Library, Georgia Murray Building. Motion carried.

|          |   |
|----------|---|
| AYES:    | Commissioners: Holderness, Kipp, Ryan, Giancoli, Collins. |
| NOES:    | Commissioners: None.                                      |
| ABSENT   | Commissioners: Blakeslee                                  |
| ABSTAIN: | Commissioners: None                                       |

## **Director's Report**

Library Director Curl provided the following report and responded to questions from the Library Commission.

- Georgia Murray Building Usage Statistics for December 2007.
- Staff recruitment for Vista del Lago.
- Update on the Georgia Murray Portrait
- February 2008 dates to remember for youth and adult programs.

## **Commissioner Comments**

Commissioner Ryan stated it has been an exciting first year as we look at the upcoming anniversary..

Commissioner Holderness asked if there was a handicap ramp.

Library director Curl responded yes, between the two handicap parking spaces.

Commission Chair Collins thanked Commissioner Holderness for her efforts on the Georgia Murray Portrait.

Commission Chair Collins stated he is looking forward to the new signage.

Commissioner Chair Collins stated it has been a good first year.

Commissioner Kipp thanked Library Technician Bulaga for her presentation on the Vista del Lago Library.

Commissioner Kipp thanked Library Director Curl for her work on the two year budget.

Commissioner Giancoli also thanked Library Director Curl for her work on the two year budget, difficult to face in her first year.

Commissioner Giancoli asked Library Director Curl to pass on the Commission's thanks to the staff for their efforts at keeping Folsom Library # 1 in Circulation for the first 12 months of operation.

Commissioner Kipp stated that she is amazed at the number of programs the library is presenting (adult and youth). She would like to see the word get out to more of the public.

Meeting adjourned at 8:15 p.m.

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Janet Robinson, Senior Office Assistant