

LIBRARY COMMISSION MINUTES
Regular Meeting
June 18, 2013

1) Call to Order:

The meeting was called to order at 6:30 p.m. by Commission Chair Sessarego.

2) Roll Call:

Present:

Commissioners Oliver, Ryan, Aquino, Batt, Sessarego.

Absent:

Commissioners Calderwood, ~~Batt~~ Marks.

3) Minutes

a) May 21, 2013

Commissioner Aquino moved to approve the May 21, 2013, minutes as written. Motion carried.

AYES: Commissioners: Oliver, Ryan, Aquino, Batt, Sessarego.

NOES: Commissioners: None.

ABSENT: Commissioners: Calderwood, ~~Batt~~-Marks.

ABSTAIN: Commissioners: None.

4) Business from the Floor

Two guests from the floor:

1. Sandra Burdi a new intern at Folsom Public Library from the Library & Information Technology program at Sacramento City College.
2. Folsom City Manager, Evert Palmer, shared that he has challenged all of his department heads and managers who have Commissions to develop a work plan for fiscal year 2013/2014 and he is proud to say Library Manager Dale is the first to comply. He also stated that he is very happy that Library Manager

Dale has joined the City of Folsom as Library Manager. City Manager Palmer thanked the Library Commission for their service.

5) Reports and Presentations

- a. Proposed Work Plan for Fiscal Year 2013-2014

Library Manager Dale introduced the Proposed Work Plan as follows, and responded to comments and questions from the Commission.

City of Folsom Library Commission

PROPOSED Work Plan: July 1, 2013 – June 30, 2014

- I. Continue to increase awareness of Folsom Public Library's resources, services and programs to our decision makers and community.
 - a. Support and participate in the Healthy Folsom: Mind, Body & Earth grant program.
 - b. Support and participate in the Library's 20th Anniversary celebrations and other key library programs and events.
 - c. Maintain Commission presence at Friends of the Folsom Library and City Council meetings.
 - d. Monitor progress of the Folsom General Plan Update and provide insights and comments when appropriate.
 - e. Assist Library Staff with outreach presentations, as appropriate.

- II. Help ensure that the Library program meets the needs of the community.
 - a. Provide advisement in the update of Library policies.
 - b. Provide advisement in the update of the Library's fine and fee structure.
 - c. Provide advisement in the update of Library statistic reporting.
 - d. Assist staff with the update of the Library's mission statement, including the implementation of a community survey.

- III. Continue to support the update of the Library's web presence.

- IV. Add a Youth Library Commissioner in an advisory capacity to provide recommendations regarding the Library's robust youth programs. The Youth Library Commissioner position also provides a leadership opportunity to a local teen.

- V. Evaluate the Library Commission meeting schedule and recommend update, if needed.

Commissioner Oliver moved to adopt the Proposed Work Plan as a working document to build on. Motion carried.

AYES: Commissioners: Oliver, Ryan, Aquino, Batt, Sessarego.
NOES: Commissioners: None.
ABSENT: Commissioners: Calderwood, ~~Batt~~ Marks.
ABSTAIN: Commissioners: None.

6) Library Manager's Report

Library Manager Dale reported on the following:

1. The Summer Reading Program is in full swing, lots of attendees at all programs.
2. Our new intern Sandra will be helping on a new project, a picture book reorganization. Changing from shelving picture books by author to classifying by category, with 10 different categories in all. This change will make picture books easier to browse.
3. We received \$18,000 from the California State Library for the "pitch an idea" grant mentioned last meeting titled Healthy Folsom: Mind, Body and Earth.
4. We may also be receiving volunteer assistance by students at Bryan College in Gold River to help design and implement the Healthy Folsom program.
5. The Friends of the Library have generously agreed to give the library \$30,000 for the new Fiscal Year. This amount is more than last Fiscal Year's donation and in addition to the \$28,000 they gave us for the new public computers this spring.
6. The Folsom Telegraph will be in the library on Thursday, June 20, 2013, to take photos of the new public computers and will write an article about the generosity of our Friends group.
7. Our original collections (materials and databases) budget for FY 2013/2014 is \$42,890+15,000 from the Friends+\$10,000 Healthy Folsom=\$67,890 (FY 13 we had \$57,000). We have also applied for a Target Grant which would bring in an additional \$1,500 for children's materials.

7) Commissioner Comments

Commissioner Ryan gave thanks to the staff for the remarkable Summer Reading Program, especially for the stuffed animal sleepover with the kids in their pajamas and the help from the fabulous group of teen volunteers.

Commission Chair Sessarego thanked the staff for their commitment to the community. She also asked the Commissioners to consider joining the Friends group, to consider purchasing a book spine, and to think about participating in the upcoming Firecracker Family Fun Run on July 4th. The Friends of the Library are one of the beneficiaries of this fun run, last year receiving a \$1,500 donation.

8) Adjournment

Meeting adjourned at 7:18 pm.

Janet Robinson, Senior Office Assistant