

LIBRARY COMMISSION MINUTES
Regular Meeting
March 18, 2014

1) **Call to Order:**

The meeting was called to order at 6:32 p.m. by Commission Chair Sessarego.

2) **Roll Call:**

Present:

Commissioners Batt, Calderwood, Oliver, Ryan, Aquino, Sessarego.

Absent:

Commissioner Marks

3) **Minutes**

Commissioner Oliver moved to approve the January 21, 2014, minutes as written.
Commissioner Aquino seconded the motion.

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

NOES: Commissioners: None.

ABSENT: Commissioners: Marks.

ABSTAIN: Commissioners: Ryan.

4) **Business from the Floor**

Library Manager Dale introduced Regina Maduell who was recently selected for the new Senior Librarian position and Kathy Nemes who was recently selected for the new Circulation Coordinator position. They both started their new positions this week.

Commissioner Marks arrived at 6:34 p.m.

5) Reports and Presentations

Commission Chair Sessarego moved item 6c. to this spot on the agenda.

a. Teen Liaison Recommendations to Commission

Teen Liaisons, Aminah Habib, Katelyn Serrano, and Vamsi Kalidindi presented to the Commission their recommendations regarding library programs and ways to create awareness of the Library:

- Host an Open-Mic Night, “Folsom Public Library’s Got Talent.” The primary focus would be talented local teens. The event will be coordinated by members of the Library Teen Council.
- Have a Crafting Session for young children with several crafting stations set up in the Storytime Room with one or two volunteers at each station leading the craft.
- Promotional ideas included the following
 - i. Local radio ad
 - ii. Pre-movie ad
 - iii. Local magazine ad
 - iv. Local news station covering a library event
 - v. Posting flyers at local schools

b. Monthly Statistics

- January 2014
- February 2014

Library Manager Dale reviewed the January and February 2014, statistics.

6) New Business

a. Status of Library Commission Work Plan for Fiscal Year 2013-2014

This plan has been used as a tool to help guide Commissioners in their work as an advisory body during Fiscal Year 2013-2014. To date, the Library Commission has made significant progress in accomplishing the goals addressed in the work plan. Commissioners have completed the following objectives identified in the work plan:

- Support and participate in the Healthy Folsom: Mind, Body & Earth grant program.
- Support and participate in the library’s 20th Anniversary celebrations.
- Maintain Commission presence at Friends of the Folsom Library meetings.
- Monitor progress of the Folsom General Plan Update and provide insights and comments when appropriate.
- Provide advisement in the update of the Library’s fine and fee structure.
- Provide advisement in the update of Library statistic reporting.

- Add a Youth Library Commissioner in an advisory capacity. Note: three Teen Liaisons to the Library Commission were appointed in November 2013.
- Evaluate Library Commission meeting schedule and recommend update, if needed.

b. Summary of Library Survey Responses

In December 2013 and January 2014 the Folsom Public Library surveyed library visitors by providing large paper sheets posted near the front doors to collect comments. It had been a number of years since a general survey was offered to library visitors. The following two questions were posed: *How are we doing?* And *What can the library do to improve your experience?*

The first survey question, *How are we doing?* was posted in the month of December 2013. The Library received 183 comments, seemingly from people of all ages. Comments received were generally very positive about the library's service to the community. A few suggestions were made for items such as the ability to pay fees online, the purchase of more books, the addition of library hours, and improved signage.

A follow up survey question was posted in January 2014, *What can the library do to improve your experience?* The Library received 139 comments in answer to this question, seemingly from people of all ages. Comments received were heavily focused on the Library providing more open hours, materials and programs. Other suggestions included not allowing food in the library, making the library more quiet, and providing drive up book drops.

The Library will utilize this feedback when determining service priorities. Library staff will also follow up by implementing a more formal survey both online and in the Library later this year.

7) **Library Manager's Report**

Library Manager Dale reported on the following:

- New Library Page positions. Karen Foster and Caroline Popenuck were promoted from Library Shelves to Library Pages.
- State Library Director's Forum.
- Appreciation of Teen Liaisons, the Library Teen Council and the work youth services staff have done to engage teens in the Folsom community.
- A Proclamation of National Library Week will be done at the start of the Tuesday, April 8 2014, City Council meeting.
- Implementation of the eCommerce payment option.
- The magazine survey beginning tomorrow, March 19, 2014.
- The new ESL Conversation Club.

- Healthy Folsom numbers.
- Review of new programming.

Commissioner Comments

Commissioner Calderwood stated she is happy to hear about new programs bringing in new people.

Commissioner Calderwood stated she is excited about the Mental Health component of the Healthy Folsom Program.

Commissioner Aquino thanked the Teen Liaisons for their presentation.

Commissioner Marks concurred with Commissioner Aquino on the Teen Liaison's presentation.

Commissioner Ryan stated she was impressed with the results from the survey, great results from a low cost method; she also stated she is interested in staff and Teen Council Input.

Commissioner Batt stated he would not be in attendance at the next two meetings.

Commissioner Calderwood informed the Commission of a fundraiser the Friends of the Library are hosting in October. "Renaissance Gala: Revelry @ the Library," an evening with Folsom's Renaissance Faire Queen, Deborah Doyle. The evening will include food, wine, and a silent auction. The funds raised will be used to update the children's collection.

8) Adjournment

Meeting adjourned at 7:55 pm.

Janet Robinson, Senior Office Assistant