

BUTTE COUNTY LIBRARY ADVISORY BOARD MINUTES  
Chico Library Conference Room 3:00PM - 5:00PM

Wednesday, January 20, 2016

**PRESENT:** Ron Serrano, Marylou Johnson, Patti Conlin, Ronda Hoffman, Penny Louton, Lynn Tosello, Jeff Wanee, Ruthmarie Ferris, Mel Lightbody, Heidi Mitchell

**GUESTS:** Brenda Crotts, Oliver Allen, Ann Elliot, Amanda

**ABSENT:** Fred Antonowich, excused.

Call to Order at 3:02

**1. Approval of meeting minutes from November 2015 (Attachment 1):**

Ms. Johnson inquired if there were any changes to the November 16, 2015 LAB minutes. The minutes are approved as written with amendments as follows: to change Wednesday to Monday, to change Anne Elliot to Ann Elliott, to add a sentence on page 4 section “d” stating: Respond if you will not be able to attend. And to change that to than at the top of page 5 Mr. Wanee moved for approval.

Ms. Ferris seconded the motion, and the motion carried.

**2. Introductions:**

Supervisor Maureen Kirk was unable to join us. Amanda, a patron from Gridley, came to see how the Library Advisory Board works and would like to know how she can get more involved as an advocate for the Library. She shared that the Library is so important to the community of Gridley and wanted to find a way to help and get involved.

**3. Correspondence:**

Ms. Lightbody shared that Mr. Antonowich emailed a concern for the safety of staff in Durham and Biggs since there is only one (1) staff on site regularly. He also shared his thought with Library Liaison, MaryJo Alonzo and the Safety Officer. His concern was brought forward due to random break-ins around the Durham area since they have been happening during the day when people are around. Ms. Johnson requested that this be on the March agenda for discussion and decision. In addition, she requested that the Friends groups inquire if they have concerns regarding their own community and safety for staff.

**4. Branch Manager’s Report – Brenda Crotts; Branch Librarian:**

Ms. Crotts shared that the past few month the Chico Branch has been doing a lot of things with their maker equipment (3-D printer). This month they started coloring pages with interest from people from age 20 and up. The library provides the coloring sheets, liquid pens and colored pencils. Chico branch is still trying to meet the needs for the children’s program. The old reference area is going to be made into a maker’s space with video equipment, book marks, sewing machine, and projects to do independently and as a group. There is a Social worker on site to help patrons who may need some resources. The Veterans center is growing. The Chico Branch is collecting photos of veterans with their name and years of service for the video loop.

**5. Library Director's Report (Attachment 5)**

Ms. Lightbody shared that she updated the calendar for the RFID (Radio Frequency Identification System) implementation and they are hoping to install the system for Chico Fall 2016. She will provide updates as things progress. Staff will be taking tours of the Roseville Library RFID system in February. The RFID system will free up staff to do other professional work and work with the public more directly.

Mr. Allen shared that he has provided three local hospitals the Library Children's Pamphlet so any new parents will receive library information. In addition, Mr. Allen has visited assisted living residents and has 130-140 checkouts and hopes to partner with volunteers and get a trial started to provide books regularly to those in the assisted living spaces.

**6. Old Business**

**a. Draft 2015 Plan Update (Attachment 6a)**

**i. Sustainable Funding committee**

Mr. Serrano shared that the Sustainable funding committee met and compiled a list of people to reach out to share the sustainable funding idea and get buy in. Ann will be sending the list out to all LAB for any further names. On February 17, those interested in learning more about the sustainable funding committee will learn about the why, what, when and how of this opportunity. The Sustainable Funding Committee is requesting the LAB for approval to move forward with the letter and meet to share the information with those on the list. Ms. Tosello moved for approval.

Mr. Wane Seconded the motion, and the motion carried.

**b. Service Analysis Plan Update**

Ms. Lightbody shared that the service analysis plan is progressing well. Effective January 1<sup>st</sup>, Oroville, Paradise, and Gridley added open hours and Chico moved their late night from Tuesday to Thursday. The RFID is moving forward, but it is progressing at a slow pace.

**7. New Business:**

**a. Next Supervisor invitation**

Mr. Serrano will invite Supervisor Doug Teeter and let Ms. Mitchell know if he will be in attendance.

**b. Trivia Bee Update – Heather Tovey**

Ms. Tovey shared that the winners of the Trivia Bee were the Bibliomaniacs (Chico FOL Sponsored) winners this year. We packed the Sierra Nevada Big Room at 350 people in attendance. This is an opportunity to celebrate Literacy and bringing awareness to the community. They had 20 teams with 6 new teams. Three Babies and No Men won second place and Orange Hat Society won third place. The literacy team would not be able to pull this great event together without the help of the Super Stars.

**8. Friends of the Library Liaison Reports:**

Chico FOL liaison, Ms. Conlin, reported that the internet book sales are up to \$3500. The Chico FOL will be meeting with Mrs. Lightbody and Butte County General Services to discuss expansion to the Library. In addition, book sale monies will no longer be handled by county staff.

Gridley FOL liaison (including Biggs), Ms. Louton, reported that the Gridley FOL does not meet in December but met in January. The first book sale of the year has been an excellent fundraiser.

Oroville FOL liaison, Ms. Ferris, reported that she had an opportunity to attend the training session for Every Mind Matters and wanted to share that it was worthwhile to have the information. The next book sale is February 5<sup>th</sup> and 6<sup>th</sup>.

Durham FOL liaison, Mr. Antonowich, was unable to attend.

Paradise FOL liaison, Ms. Hoffman reported that the computer carrels were installed and the parking lot project is progressing nicely. In addition, the Paradise FOL is working with Ms. Lightbody and the Butte County General Services to discuss expansion of the library as well.

**9. Additional items:**

Mr. Serrano and Ms. Hoffman shared that the Mental Health Training in Oroville was worthwhile information for not only the Library staff and volunteers, but also in everyday life.

Mr. Serrano shared that last year the LAB submitted information regarding a true cost of operation for the Butte County Library by providing 2 large checks to the Bboard of Supervisors and asked if this is something we would like to do again in 2016 or if we should wait another year. After some discussion, it was agreed that a positive response came from the BOS and local community partners.

Ms. Ferris moved for approval.

Mr. Wanee seconded the motion, and the motion carried unanimously.

Ms. Johnson requested that at the March meeting, a LAB member share for 1-2 minutes something fun they did or do that would be encouraging to the group. Ms. Johnson shared that she played Lexicon with a friend using a deck of cards and ended up having to use a dictionary.

**10. Review of Assignments/action items for the next meeting**

- a. Ms. Johnson requested that Staff Safety be on the March agenda for discussion and decision.
- b. Friend's liaisons please inquire if friends groups have concerns regarding their own community and safety for staff to bring to the LAB in March.
- c. A LAB Member share an encouraging story for the group.
- d. LAB members provide their volunteer hours and drive time, etc. to Mr. Serrano for compilation for the BOS presentation.
- e. Mr. Serrano will invite Supervisor Doug Teeter and let Ms. Mitchell know if he will be in attendance.
- f. Ms. Johnson requested that we revisit the Plan Update for review and further discussion for next steps.

**Meeting closed at 4:20 PM**