

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

Wednesday, March 16, 2016

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

**GUESTS:** Ann Elliot, Supervisor Doug Teeter,

**ABSENT:** Fred Antonowich, excused. Patti Conlin, excused.

Call to Order at 3:00 P.M.

**1. Approval of meeting minutes from January 2016 (Attachment 1):**

Ms. Johnson inquired if there were any changes to the January 20, 2015 LAB minutes. The minutes are approved as written with amendments as follows: Ann Elliott spelled incorrectly in section 1 but correctly in remaining document, and correction to Section 9 to remove the extra “b” in Board of supervisors.

Ms. Louton moved for approval.

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

**2. Introductions:**

Supervisor Doug Teeter joined the meeting and shared where applicable.

**3. Correspondence:**

No Correspondence.

**4. Branch Manager’s Report – Susie Serrano; Branch Librarian:**

Ms. Serrano was unable to join us. Ms. Lightbody shared that Ms. Serrano is in Davis for three (3) days at a Touch Points Training where we as library staff learn more about how to interact with families and meet their needs. Butte County Library staff may be training other libraries in Northern California on Touch Points. May 7<sup>th</sup> is the Paradise Chocolate Festival and the Paradise Friends of the Library and Paradise Branch is going to be involved again this year. In addition to being involved with the Chocolate Festival, Ms. Serrano is vying to be the Chocolate Queen. Purchase tickets from her to help her win. The Paradise branch had a Valentine’s Day concert with an excellent attendance of over 100 people. They hope to make the Valentine’s Day concert an annual event.

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

Ms. Lightbody shared that in addition to what she wrote in the Director’s report the library is gaining momentum for a Digital Literacy Van with CBDG (Community Development Block Grant) funds that will go to the Gridley labor camp to introduce new technology to those who are not privileged to have their own, with a curriculum on how to use the technology as well as provide a course on how to write a resume, cover letter, etc. in order to impact the economic development of Butte County. Ms. Katy Azevedo has agreed to be a part of this project and will

be driving the van and providing the courses/curriculum weekly. Technology devices will include but are not limited to Mac Books, Laptops, Chrome Books, iPads, 3D pens, etc. Library administration is in deep discussions with County Administration regarding the budget, as it is status quo, but have asked for more funds in the book budget this year and to increase hours at Chico Branch.

## 6. Old Business

### a. Draft 2015 Plan Update Discussion (Attachment 6a)

Ms. Johnson inquired if the LAB members were ready for another retreat? After some discussion, the Board Members felt that revisiting the action plan was a place to begin the process and see what things need to be done and completed.

Something fun: Ms. Tosello shared that as the Secretary for the North State Writers, a branch of the California Writers Club that her duties include getting the meeting rooms reserved and securing the key for and getting it set up. She loves how people come a bit early to help her get the room in order for the meeting. What she loves the most is the people she gets to meet and help in their book writing. She has also edited two (2) books recently, and hopes to encourage the authors to have the books at the Library.

Mr. Wanee will share something fun at the May meeting.

### i. Sustainable Funding committee

Mr. Serrano shared that the Sustainable funding committee met and after several discussions on which way to go with this is to begin the process of polling and take the sales tax approach. After some review of the Library Wish List, the Committee is requesting more information about what exactly they want the extra fund to go towards more hours, more children's programs, more books, etc. In addition, the committee has been in touch with County Administration for direction on next steps. The thought is that the BOS will be able to get on board with this current plan. The LAB will be requesting Friends Groups buy-in and requesting that they take initiative to get signatures from the community.

### b. Service Analysis Plan Update

Ms. Lightbody shared that the service analysis plan is progressing well. She shared that Chico will be the first to receive the RFID update to their branch and then Oroville and Paradise will receive theirs at the same time after Chico. With the new RFID system, this will open up opportunities for staff to do more programming for their communities without adding more library staff.

## 7. New Business:

### a. Next Supervisor invitation

Ms. Johnson asked Ms. Ferris to invite Supervisor Connelly to the next meeting in Oroville on May 18<sup>th</sup> at 3PM. Ms. Ferris will let Ms. Mitchell know if he will attend.

### b. Community Safety for Branch Staff

Mel shared an update on the safety for branch staff and shared that after taking a look through the county, General Services does not have the expertise needed to evaluate

staff safety. They will need to get outside evaluations for this as this concern is county wide.

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

Chico FOL liaison, Ms. Elliot, reported that they are sailing along as normal and are looking at a broader audience to add to the Friends group.

Gridley FOL liaison (including Biggs), Ms. Louton, reported that the Gridley FOL is concerned that the roof is leaking again and that money is lost because of it. Ms. Louton shared that they had a centennial celebration of the Carnegie Library and have the Donald Wiley award to Colleen W. Currently the Carnegie Library building is being used as an accounting firm. Although, they had few in attendance because of the storm that evening, it was still an excellent centennial celebration.

Oroville FOL liaison, Ms. Ferris, reported that they are doing book sales as usual and they have a new Oroville FOL member.

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

Paradise FOL liaison, Mr. Serrano reported that the Paradise FOL is gearing up for chocolate festival and are delighted that Ms. Susie Serrano is running for queen this year. The FOL has had a good active year with author nights and poetry contests, 8-9 book club parties. They are excited for the parking lot project kicking off in Spring.

**9. Additional items:**

Supervisor Teeter shared that the BOS is getting ready to begin the budget process and he encouraged the Library to voice any concerns to the BOS.

Ms. Lightbody shared that the Library is looking at renting the meeting rooms to for-profit groups, however, the library is still committed to free access to the meeting rooms for non-profit entities.

Ms. Johnson shared that we still have a vacancy on the LAB from the Oroville Community.

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

- a. Ms. Ferris will let Ms. Mitchell know if Supervisor Connelly will attend our May LAB Meeting.
- b. Mr. Wanees will share "something fun" at the May LAB meeting.

**Meeting Adjourned at 4:06 P.M.**