

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

Wednesday, May 20, 2015

PRESENT: Ron Serrano, Fred Antonowich, Marylou Johnson, Patti Conlin, Ronda Hoffman, Lynn Tosello, Mel Lightbody, Heidi Mitchell

GUESTS: Sarah Vantrease, Branch Librarian; Marilyn Vaughn, PFOL VP; Paul Hahn, Anne Elliot; Art Falconer

ABSENT: Bonnie Huntington. Penny Louton.

Call to Order at 3:00

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

Mr. Serrano inquired if there were any changes to the January 21, 2015 LAB minutes. The minutes are approved as written after correction to Section 4 to change Open House to open hours.

Mr. Antonowich moved for approval.

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

2. Introductions:

Mr. Paul Hahn, Chief Administrative Officer/Clerk of the Board stated that he is grateful for the invite to the LAB meeting and is happy to answer any questions.

Lynn Tosello has been appointed to the LAB as an Area 3 representative from Chico. She is delighted to be a part of the Board.

Anne Elliot, Chico Friends of the Library Board Member, sat in on the meeting. She is head of the Chico book sale items.

Marilyn Vaughn, Paradise Friends of the Library Vice President, sat in on the meeting.

Art Falconer came to present a proposal to establish "The Legacy fund for the Butte County Library" which would become a 501 (C) (3) Non-Profit corporation whose sole purposes would be 1) Raise \$5,000,000.00 in Legacy funds from a county wide solicitation program (run by a professional fund raising company); 2) The Legacy Fund is to be held in perpetuity for the sole purpose of earning income/interest specifically ear marked to pay for Wish List items only (as prepared by Library Administration for updating Library); 3) The Board of Directors of the Legacy fund for Butte county Library will have direct responsibility for investing these Legacy Fund in conservative investments; 4) The annual investment income/interest generated will be gifted via grants to pay BCL for all of or a portion of the annual shortfalls for these Wish List items; 5) The money in the Legacy fund cannot be spent for any other library expenditures and/or any other Butte County governmental purposes; and 6) The Board of Directors (BD) will retain an attorney and a Certified Public Accountant (CPA) for the formation, processing of the application of the

new non-profit corporation. Mr. Falconer has had a passion for library sustainability since he was the Treasurer for the Mount Shasta Friends of the Library. The LAB is requesting that Mr. Falconer continue to pursue this idea, however; with concern for who will be members of the board and that they are not member of the LAB. Also, to consider having by-laws set in place for this group. Mr. Serrano has requested that further information regarding this Legacy Fund be shared with the Sustainable Funding Committee with the intent to provide further feedback before returning to the full LAB for approval. In addition, Ms. Ferris has a contact in Sacramento who is willing to come to Oroville and share with the committee and Mr. Falconer regarding sustainable funding and the building of a 501 (C) (3).

3. Correspondence: Letter from Joseph Wilson (Attachment 3)

Ms. Lightbody shared that the correspondence email from Joseph Wilson was intended for information purposes only, and there would be no need to take any action.

4. Branch Manager's Report – Sarah Vantrease; Branch Librarian:

Ms. Vantrease shared that since the remodel to the building in 2014, the number of patrons and items borrowed continue to increase. Over this last fiscal year (2015) Oroville Branch has focused on adult programming including but not limited to, legal programs, poetry classes and many sponsored events. This month, Oroville Branch has partnered with Butte County Behavioral Health to have Mental Health awareness month. To promote Mental Health awareness, staff is wearing lime green ribbons, bookmarks are being provided with information to hotlines and other resources and Behavioral Health is providing free workshops in the Libraries to build awareness. Staff is also being trained on how to respond to any mental health issues that come up. In addition, grantors have requested that the volunteers receive the mental health awareness training. Grantors are also providing \$10,000 towards books on the subject. Ms. Vantrease shared that she is working on a project to be able to get all patron's library cards based on where they are at in life as it pertains to mental health. Started an after school program called HERO where a volunteer spends one (1) hour each week reading to 1 child or a few children. Thank you to the Oroville Friends, there are a couple of volunteers doing this each week. In addition to being read to, if the child comes three (3) times, then they will get to pick a book a keep it.

5. Library Director's Report (Attachment 5)

Ms. Lightbody, shared that the Board has requested, that the Library Director provide highlights from the Branches to share with the LAB. Sarah Vantrease, Oroville Branch manager and Jeremy Wilson, Behavioral Health, worked together to make the Mental Health Awareness Month happen. Chico is moving forward with their 3D printer. The Book Bike for the county is being built. The book bike will be used for around the Counties local communities and to take to different events, to have something mobile. In addition, it appears that the Library has the possibility of record checkouts for the year. Mr. Allen's survey has resulted in less than 2000 responses at this time, but are hoping the last minute push will give us close to 3000 surveys. It appears that for those that don't use the library, they have replaced the library with the internet or have become too busy.

6. Old Business

a. Draft 2015 Plan Update (Attachment 6a)

Mr. Serrano requested that each Committee report out on the goals they were tasked with. Ms. Tosello requested that Goal #1 be clarified to reflect a positive outcome by removing “lack of” and leaving goal #1 to read: Progress, Forward Motion, and Accountability. LAB Members agreed to the change and Heidi Mitchell will make the change on the Plan document.

Goals	Committee	Anticipated Update at July Meeting from Chair (Designee)
Goal #1: Progress, Forward Motion, and Accountability	Ronda Hoffman (Chair) Penny Louton Ron Serrano	These Statements will be taken before the BOS for their approval of or suggested amendments to reflect the LAB accurately.
Goal #2: Building Relationships = Results	Jeff Wanee (Chair) Patti Conlin Marylou Johnson	The BBQ for May 23rd was cancelled and Mr. Wanee will reschedule for July.
Goal #3: Sustainable Funding	Ron Serrano (Chair) Ruthmarie Ferris Ronda Hoffman	This Committee will investigate Sustainable Funding models and provide an update on what they have discovered at the July LAB meeting.

i. Mission and Vision Statements

Ms. Hoffman shared that at the March 18th LAB meeting, several amendments were suggested so she provided the original Mission and Vision statements and suggested changes for review and approval. Mr. Hahn shared that it would be imperative to take the Mission and Vision statements to the Board of Supervisors (BOS) for their approval. He also shared some concern for a few of the word choices that may make the statements more political instead of neutral for the county. In light of this information, a motion was made and carried to use Mission Statement A and Vision Statement A with amendment of recognize to promote (See statements below). These Statements will be taken before the BOS for their approval of or suggested amendments to reflect the LAB accurately.

Mission Statement: To encourage County Supervisors and community partners to develop sustainable funding in order to preserve and expand library services for all citizens of Butte County.

Mr. Antonowich moved for approval.

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

Vision Statement: To partner with government, communities, and businesses to strengthen and sustain our library system and to promote the local library as a unique and invaluable resource.

Mr. Antonowich moved for approval with amendment of recognize to promote.

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

ii. Sustainable Funding

Mr. Serrano stated the Sustainable Funding Committee is in active pursuit of this. They are working on further information from other county regarding sustainable funding. At this time they are information gathering from outside entities who have successfully created sustainable funding. The information gathering at this time is providing a knowledge base of what we have to work with and what we don't have to work with.

b. Open Appointment District #3

This appointment has been filled by Lynn Tosello. Please welcome her to the LAB, we are delighted to have her input and heart for Libraries.

c. LAB Decision on Blog for All Branches – Oliver Allen Report out – Action Item

Mr. Allen is on vacation and will report out at the July LAB meeting.

d. Website update – Discussion and Picture

Everyone likes the website as is, and the picture for the website will be taken at the end of the meeting.

7. New Business:

a. Next Supervisor Invitation

Mr. Serrano requested that Mr. Wane and Ms. Johnson request Supervisor Larry Wahl attend the July 15 meeting at Gridley Library. Ms. Mitchell will send them a reminder to let her know if Supervisor Wahl will be able to attend the July LAB meeting.

b. LAB Attendance Membership Responsibilities – Action Item

Under the LAB By-laws, Article 3 Section 6 states Absence from three (3) consecutive meetings without a valid reason, approved by the Board, will be considered as automatic resignation from the Board. In light of this, the Lab is requesting the Clerk of the BOS send a letter to Ms. Huntington informing her of the automatic resignation being set in motion. Ms. Lightbody will work with Ms. Sweeny regarding a letter to Ms. Huntington.

c. By-law Revision – Should the LAB request to go back to appointment by district instead appointment by area

Discussion arose regarding the history behind having amended the By-laws to say area and not district was done to accommodate a board member who in the middle of their term moved to outside the district but not the area and in order for them to remain on the LAB accommodation was needed. This has caused confusion for both the BOS and LAB over the last several years, and would like to make the by-laws as clean as possible. Motion to change the appointment by Area to appointment by district was carried by Ms. Ferris and seconded by Ms. Hoffman. The motion carried unanimously. Ms. Mitchell will prepare a letter to go to the BOS with a request to make said changes for the July 28th BOS Meeting.

d. Change LAB meeting time of day to encourage working people to be members of the LAB

LAB members prefer the current meeting time and it seems staff would be available either way.

e. **North Valley Community Foundation Funds**

The NCVF funds were placed in this endowment fund with the thought that “we” as the library could use the interest. It is not clear how they track the funds and the relationship is uncomfortable. It might be beneficial to have a letter of agreement with NCVF to reflect the desires of the LAB to have the information at their fingertips.

8. Friends of the Library Liaison Reports:

Chico FOL liaison, Ms. Conlin, reported that at their annual meeting Melanie Basset shared that life downtown Chico is getting better with less rental vacancies and health and safety. They had their annual leadership vote and Ms. Conlin will be Vice President again. They had a record year bringing in \$60,000.

Gridley FOL liaison (including Biggs), Ms. Louton, was not available to report for the Gridley FOL.

Oroville FOL liaison, Ms. Ferris, shared that the Oroville Friends did not have their Book sale in May, because they cannot compete with Feather Fiesta days in downtown Oroville.

Durham FOL liaison, Mr. Antonowich, stated that they had their 98th annual Mayday picnic. They sold some biographies from some veterans. Their next meeting is May 21 and will be meeting a little early for a girl scout who wants to say thank you.

Paradise FOL liaison, Ms. Hoffman reported that the FOL is increasing their visibility in the community. They had a poetry contest with a nice awards ceremony. During the Authors night, they had them present. The centennial had over 30 authors making it a lot smaller than usual. The FOL is working on building partnerships in the community with local businesses. They are working with the Mason’s to share the parking lot with the library and making it more efficient for patrons.

9. Additional items:

Mr. Wane shared that he had to cancel the party for Saturday, May 23rd but he will work on a new date for July and not on a holiday weekend.

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

- a. Ms. Mitchell will make the correction to Section 4 from Open House to open hours.
- b. Mr. Serrano has requested that further information regarding this Legacy Fund be shared with the Sustainable Funding Committee with the intent to provide further feedback before returning to the full LAB for approval.
- c. Ms. Mitchell will change Goal #1 to reflect a positive outcome by removing “lack of” and leaving goal #1 to read: Progress, Forward Motion, and Accountability.
- d. Mr. Allen will report out at the July LAB meeting regarding the Blog idea.
- e. Ms. Mitchell will post the new LAB picture to the Website.
- f. Ms. Mitchell will send a reminder to Mr. Wane and Ms. Johnson to contact her regarding Supervisor Wahl’s ability to attend the July LAB meeting.
- g. Ms. Lightbody will work with Ms. Sweeny regarding a letter to Ms. Huntington.
- h. Ms. Mitchell will prepare a letter to go to the BOS with a request to make said changes for the July 28th BOS Meeting.
- i. Mr. Wane will let LAB members know when the BBQ will be in July.

Meeting closed at 4:39 PM