

BUTTE COUNTY LIBRARY ADVISORY BOARD MINUTES
Biggs City Council Chambers 3:00PM - 5:00PM

Tuesday, September 15, 2015

PRESENT: Ron Serrano, Fred Antonowich, Marylou Johnson, Ruthmarie Ferris, Lynn Tosello, Caroline Payne, Heidi Mitchell, Sarah Vantrease

GUESTS: Meegan Jessee, MaryJo Alonzo, Cynthia Pustejovsky, Ann Elliot.

ABSENT: Bonnie Huntington. Ronda Hoffman excused. Jeff Wanee, excused. Patti Conlin, Excused. Penny Louton, excused.

Call to Order at 3:00

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

Mr. Serrano postponed a discussion of amendments until the November meeting.

2. Introductions:

Meegan Jessee, Deputy Administrative Officer, stated that she was honored to be invited to the LAB meeting. Ms. Jessee shared that she is the Budget Director for the County. She provided a packet of the County Budget Summary for FY 2015-2016 and a page of information regarding Property taxes being comprised of two separate charges.

MaryJo Alonzo, Senior Management Analyst, is the liaison for the Library and she was honored to be invited to the LAB meeting.

3. Correspondence: Letter from Wanda A Wallace (Attachment 3)

Mr. Serrano inquired if the Board members had any thoughts or concerns regarding the letter from Wanda A Wallace. It was recommendation to forward the letter to Branch Librarians for consideration.

4. Branch Manager's Report – Cynthia Pustejovsky; Branch Librarian:

Ms. Pustejovsky shared that the Biggs Branch is open two (2) days a week; Tuesdays and Saturdays. The Biggs Branch has regular family attendance and they hope to be open another day to accommodate more families to attend after school. While Biggs Branch does not have a Friends group, the Biggs Women's club does regular book sales to support the Library. Recently the FOCUS Group in Gridley provided games specifically the game of Chess for the Biggs Branch. Chess is a significant game amongst the schools and the students go to competitions for it, so this has provided a way to reach more community members. Recently Biggs received some funds to expand their children's chapter books which has been needed for some time. While the summer reading program is a hit every year, some years have had attendance than others with a significant amount of children going to stay with their other parent over the summer.

5. Library Director's Report (Attachment 5)

Mr. Serrano introduced and welcomed Sarah Vantrease as the Assistant Library Director. Ms. Lightbody was not in attendance. Ms. Vantrease shared that Library Administration along with the help of County Administration is conducting a service analysis to review the library as a whole. This was also brought about with the morale and abrupt changes to the Chico hours. They hope to have results from the service analysis to provide at the next LAB meeting. Although Biggs is open only two (2) days a week, they are 5th of 6 branches in WIFI use. WIFI hours are concurrent with the library’s open hours. The summer reading program was a success. In Oroville alone, they had 151 participants who read or listened to at least 5 books. Researchers say that if a child reads at least 5 books over the summer they are more likely not to lose what they have learned from school year to school year. In addition, the summer reading program this year had a musical theme. Singing can help children learn to pronounce words and learn to read better. With the Chico Library hours change, we have seen the number of visitors drop however we are seeing new families at the rate we were before. Ms. Vantrease shared that Kristine Macalalad will no longer be the Butte County Children’s Librarian. She has taken a job down south to be closer to her family. We are hoping to find someone with the work ethic that Ms. Macalalad has brought to the Library.

6. Old Business

a. Draft 2015 Plan Update (Attachment 6a)

i. Draft Mission and Vision Statements

Mr. Serrano let the LAB know that the Draft Mission and Vision Statements will be brought to the BOS in October. Ms. Mitchell will work with Ms. Alonzo to get the transmittal prepared for the meeting. Ms. Mitchell will find out which date in October will be best and let the LAB know about it.

ii. Sustainable Funding Committee

Mr. Serrano shared that the Sustainable Funding committee is working on a statement/letter and a timeline to solicit a steering committee for movement forward in this endeavor.

iii. BBQ Date

Ms. Mitchell will contact Mr. Wanees regarding the BBQ/Dinner for November 16th and when and where the group will be meeting.

Goals	Committee	Anticipated Update at March Meeting from Chair (Designee)
Goal #1: Lack of Progress, Forward Motion, and Accountability	Ronda Hoffman (Chair) Penny Louton Ron Serrano	The Draft Mission and Vision Statements will go to the BOS in October. Ms. Mitchell will let everyone know which date.
Goal #2: Building Relationships = Results	Jeff Wanees (Chair) Patti Conlin Marylou Johnson	Ms. Mitchell will check in with Mr. Wanees on the date, time and place for this event..
Goal #3: Sustainable Funding	Ron Serrano (Chair) Ruthmarie Ferris Ronda Hoffman	This Committee is looking to solicit non-library affiliated members for a steering committee. They are working on a statement/letter and timeline to get the ball rolling.

b. Legacy Fund Update

Ms. Ferris shared that she is working with Mr. Falconer and his partner, Mr. Mark Holder, developing a timeline and, considering forming a committee with Attorney and CPA present. This group is hoping to make a presentation to the LAB regarding a Legacy fund. They hope to meet with Ms. Lightbody soon. The hope is to provide donors a comfortable place to make their donations to the Library without going through the Friends of the Library which some are uncomfortable with. After some review of endowments vs. legacy fund, the legacy fund would benefit the library more.

c. LAB By-laws

Ms. Alonzo proposed two options for moving the LAB forward with their decision to change the way members are appointed. In order to implement this revision, current LAB member appointments would need to end and new appointments would be made. There are currently more than two LAB members in one supervisorial district so the current terms could not be evenly phased out over time. Typically when advisory board appointments are done by district the advisory board terms run concurrent with the term for the appointing member of the BOS.

Two Options for moving the LAB forward:

Option 1: Effective Immediately. All LAB terms would be ended and new appointments made. The term of the initial appointment would be concurrent with the remaining term of the nominating BOS member.

Option 2: Effective January 2017. All LAB terms would be ended December 2016 and new appointment would be made. Three BOS member terms begin January 2017 so the LAB members appointed by those three Supervisors would have an initial term of four years. The LAB members appointed by the other two Supervisors would have an initial term of two years. In this scenario a recommendation would be needed for how to address any vacancies on the LAB between now and January 2017.

The LAB would like to return to the way members were appointed before they changed it to Area; however, the LAB is unsure of how to recommend moving this forward to the BOS with the previous language without much rearranging of current LAB members. After further discussion on which option to take or not, the LAB would like to table this until 2016. Without a quorum, a consensus cannot be reached, therefore this discussion is postponed until the November meeting.

d. Possible BOS Presentation Date Regarding: Volunteer Contributions, By-law Changes, Mission and Vision Statements

Mr. Serrano shared that the LAB will bring forward the Volunteer contributions by use of 2 symbolic checks. One for contributions of hours (over \$600,000 worth of hours) and actual fund contributed of \$146,629. In addition the Draft Mission and Vision Statements will be presented to the BOS for approval and recommendation of adoption.

e. LAB Decision on Blog for All Branches

Mr. Allen was not available to report out. Ms. Vantrease shared that Mr. Allen approached this subject with County Administration, Principal Management Analyst, Casey Hatcher and the best practice would be to wait until the library had 5-10 people dedicated to keeping a Blog updated regularly. This would require some training. Right now Mr. Allen is working on the Voice of the Library (branding), essentially how people view the library or how we would like people to view the library.

7. New Business:

a. Next Supervisor invitation

As there was no quorum, Mr. Serrano requested that the LAB resume invitations in 2016.

b. Possibility of Room Naming and Sponsorship

Mr. Serrano shared that in his conversations with Supervisor Teeter he suggested that it might benefit the Library financially to allow donors to name a room in the branch they are donating to. The thought is that this might be a way to raise funds for the libraries by offering a plaque for the significant donations. Currently, Paradise has renamed their meeting room the Emma Blackburn Room as she was the first Librarian in Paradise so they wanted to honor her. In the discussion, it was concluded that offering to place a name on a room, will need to have a significant purpose and intent in honoring a donor for their gift. Mr. Serrano requested that the LAB members think about this and if it is something viable to bring to the BOS. We will vote at the November meeting on the next steps.

c. LAB members Observe Staff at Work

Mr. Serrano wanted to remind LAB members of the responsibility of observing staff members at work.

d. Presentation of Nominations

Ms. Ferris shared that she and Ms. Louton are still looking for a Chair for the LAB to bring forward but they have found a vice Chair nominee. They will bring forward both nominees for a vote at the November meeting.

e. Alternative Meeting Space for November LAB Meeting

Mr. Antonowich and Ms. Ferris will find out from the Joint friends about a meeting with them. As soon as they know, they will share with Ms. Mitchell who will let all the LAB members know where the November meeting will be held.

8. Friends of the Library Liaison Reports:

Chico FOL liaison, Ms. Eliot, reported that the Chico FOL is deciding how to spend the funds they have right now. They currently have \$75,000 committed to partner with the county for remodels for the Chico Branch Library.

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

Oroville FOL liaison, Ms. Ferris, reported that the Oroville FOL is business as usual with their book sales and Perry Mason Days.

Durham FOL liaison, Mr. Antonowich reported that the Durham Friends do not meet during the summer time. A subcommittee met in order to capture information from the early days in Durham. They are working on digitizing all the information and working with Chico State Interactive club to help them get the information PDFed starting from the beginning of the History of Durham.

Paradise FOL liaison, Mr. Serrano reported that they are still working on the parking lot project and it looks like we have reached a tentative plan. At the next meeting, there will be drawings for forward movement.

9. Additional items:

Mr. Serrano stated that he would like to have a letter written for his signature at the next meeting, for approval to remove Ms. Huntington from the LAB.

Ms. Johnson shared that she would like the Library to look at how we can help partner with readingpalschico.org to bring the children they are helping, into the library. This past FY2014-2015 school year they had 136 volunteer spend more than 4100 hours helping children with their reading.

Mr. Serrano inquired about Mr. Allen's Community Survey results to be presented at the November meeting.

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

- a. The discussion of amendments to July 2015 minutes will be postponed until the November meeting.
- b. Service analysis update.
- c. Ms. Mitchell will find out which date in October will be best and let the LAB know about it.
- d. Ms. Mitchell will contact Mr. Wane regarding the BBQ/Dinner for November 16th and when and where the group will be meeting
- e. The LAB by-laws discussion are postponed until the November meeting.
- f. Room Naming and Sponsorship will be discussed and voted on at the November meeting.
- g. Ms. Ferris and Ms. Louton will bring nominees forward to the LAB for Chair and Vice Chair at the November meeting.
- h. Ms. Mitchell will let all the LAB members know where the November meeting will be held.
- i. Ms. Mitchell will provide a letter for the removal of Ms. Huntington from the LAB.

Meeting closed at 4:32 PM