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NAPA COUNTY LIBRARY COMMISSION

REGULAR PUBLIC MEETING

July 2, 2015

4:00 p.m.

Calistoga Branch

1108 Myrtle St.

Calistoga, CA 94503

AGENDA

1. Call to Order: Roll Call
2. Adoption of Agenda Order
3. Approve minutes of the May 7, 2015, meeting
4. Public Comment
5. Old Business
 - a. Discussion on the Circulation-based Cost Allocation Model
 - b. Update on the new SNAP ILS
6. New Business
 - a. Discussion and possible action after reviewing the teen applications for a position on the Library Commission
 - b. Discussion on CIP projects
7. Library Director's comments and announcements
8. Legislation
9. Commissioner's Comments
10. Agenda building
11. Set date, time, and place of next meeting:
12. Adjournment

LIBRARY COMMISSIONERS

Appointed by

Pamela Kindig, Chair	City of Napa
Scott Owens, Jr. Vice Chair	Town of Yountville
Patricia Krueger	City of American Canyon
Dina Greenberg	Napa County
Lonnie Payne-Clark	Napa County
Rodolfo Perez Arroyo	Napa County
A. Shelby Valentine	City of Calistoga
Stacy Barrett	City of Napa

LIBRARY DIRECTOR

Danis Kreimeier

SENIOR OFFICE ASSISTANT

Teresa Abeyta

Thursday, September 3, 2015

5:00 p.m.

Yountville Branch

6516 Washington St.

Yountville, CA 94599

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Note: Agenda closes at 5:00 p.m. on Friday 10 days preceding the Commission Meeting. Support materials for the agenda are available for review at the Napa County Library headquarters, 580 Coombs Street, Napa, CA 94559. Telephone: (707) 253-4242. FAX (707) 253-4615.

NAPA COUNTY LIBRARY COMMISSION MINUTES

May 7, 2015

Draft summary of proceedings

CALL TO ORDER:

Commission chair Kindig called the meeting to order at 5:03 p.m., in the American Canyon Branch, 300 Crawford Way, American Canyon, CA.

ROLL CALL:

Present: Pam Kindig, Scott Owens, Patti Krueger, Dina Greenberg, Rudy Perez Arroyo, Stacy Barrett, Danis Kreimeier, and Teresa Abeyta

Absent: Lonnie Payne-Clark and A. Shelby Valentine

Deputy County Counsel Susie Altman, Staff Services Analyst Dawn Boggs and retired Library Commissioner Terry Birkholz attended the meeting

AGENDA ORDER:

A motion was made by Commissioner Owens and seconded by Commissioner Krueger to amend the agenda order to move item 6.a forward, right after the adoption of the agenda with a 6-0 yes vote with Commissioners Kindig, Owens, Krueger, Greenberg, Perez Arroyo and Barrett, voting yes.

6. a Recognition to thank departing Commissioner Terry Birkholz

Ms. Shandra Neumeier, Ms. Alice Dotte and American Canyon City Council member, Mr. Mark Joseph were introduced. They attended the meeting to recognize Ms. Birkholz as she leaves her position on the Library Commission. The Director thanked Ms. Birkholz for her many years of service on the Commission. She stated that because of Terry, library services in American Canyon have grown from a book mobile service to a rented storefront building, to a beautiful new permanent library building. Terry is also the current president of the American Canyon Friends of the Library, and has spent many hours volunteering in this role as well. Commissioners Kindig, Owens and Councilmember Joseph acknowledged Ms. Birkholz contributions and many years of library service. A gift of appreciation was presented to her.

APPROVAL OF THE MINUTES:

Two amendments were made to the March 5, 2015 minutes: Commissioner Owens noted that he did not attend the Library Foundation and the Friends of the Library consolidation meeting as recorded under Commissioner's Comments, and Commissioner Krueger's name was misspelled. A motion was made by Commissioner Krueger and seconded by Commissioner Barrett to approve the minutes of the March 5, 2015, meeting as amended with a 6-0 yes vote with Commissioners Kindig, Owens, Krueger, Greenberg, Perez Arroyo and Barrett, voting yes.

PUBLIC COMMENT:

None.

OLD BUSINESS:

- a. Discussion on the library groups consolidation meeting and the report that followed

In January, a meeting was held with representatives from the Library Foundation, the Friends of the Library groups and a consultant to explore different models of consolidation and shared services between the groups. Currently there are five separate 501(c) 3 groups between them. Both the Foundation and the Friends groups raise funds for the library, but in different ways. At the meeting attendees got to know each other and learn about different options for consolidation. At this time, the attendees decided that they were not ready to take the next step toward consolidation, but that they can still work together. They also agreed that the Foundation can work with Library Commission to advocate for library services and take on other roles. The groups will meet again next year, and possibly begin to create a path for consolidation down the road. A joint session summary report about the meeting will be sent out to Commissioners.

NEW BUSINESS:

- b. Budget report

Library Staff Analyst, Ms. Dawn Boggs, gave a presentation on proposed FY15/16 budget with a breakdown of the revenues and expenses. The total revenue for the next fiscal year is \$7,771,958

- c. Report on library hours and the funding requirements

The Director spoke about funding for library hours. The main library and the American Canyon and Yountville branches use the cost allocation model for library funding. The allocated revenue for each location is based on circulation. The Calistoga branch has a separate funding contract. During the budget presentation, a slide was presented with the cost of funding for additional library hours per year. The Director will give a detailed presentation on the Cost Allocation Model at the next meeting.

Commissioner Owens inquired about the DVD *Red Box* for the Yountville Branch. The Director stated that the *Red Box* is a way to extend services for DVD rentals, when the library is closed. Moving the DVD collection would also free up more space in the library for other materials. A location shielded from bad weather would need to be selected. The plans would need approval from the town's planning department before the Director could move forward. This would be the only DVD rental box in the Town, and most likely be a very popular service for the community.

Several Capital Improvement Projects, CIP, are scheduled in the next two years. The projects include: the Calistoga branch building remodel; and the Children's room, Circulation workroom and garage space and Administrative office remodel project at the main library. Once the projects are complete, there will be a decrease in the CIP budget. At that time, there will be a thorough review and analysis of library services and the budget.

LIBRARY DIRECTOR'S COMMENTS ANNOUNCEMENTS:

The Director reported that the library is one hundred percent staffed for the first time in a very long time. Freddy Gonzales is the new Library Assistant at the Calistoga Branch. It appears that the Calistoga remodel project cost projection is coming in at approximately \$300,000 more than budgeted. The Director is meeting and working with the County Auditor and the Calistoga City Manager. The project may begin in the fall, when the Summer Reading Program ends. The library will move to the County fairgrounds site during the construction. The date will be firmed up once the job goes out to bid.

At the main library, a feasibility study is in progress for the Circulation workroom. An automated conveyer belt system and smart bins are being looked at. The addition of these items will reduce repetitive motion and work place injuries and free up the work force to do other jobs. The SNAP partners have selected Polaris as the new ILS. Currently, the directors are waiting for the joint powers agreement to be finalized. It will be about a one-year process before the transition takes place. Solano will no longer be a vendor for the new ILS, but a joint partner. The Director will have more information to share at the next meeting.

LEGISLATION:

The Director urges everyone to write letters in support of The Senate's budget proposal for library funding in the state budget.

COMMISSIONER'S COMMENTS:

Commissioner Krueger thanked the Director for the informative tour of the main and branch libraries. Commissioner Owens gave a presentation to the Yountville Town Council about the Library Commission; his presentation was very well received. He thanked the Director and Commission members and stated that he has learned a lot about libraries and is glad to be a member of the Commission.

Commissioner Kindig reminded everyone about AB 1234 Ethics Training that is required for Commission members. She advised that if you take the online course, it is very important to stay logged into the program until the computer gives the message that you have completed the full two hours of training.

Deputy County Counsel, Susie Altman introduced herself. She has represented the library for about five years. She will find out about the Brown Act and ethics training that the County holds, and will report back at the next meeting.

AGENDA BUILDING:

- Report and discussion on the Circulation-based Cost Allocation Model
- SNAP update
- Potential presentation from the webmaster at the September meeting

A short discussion was held on updating the Library homepage and the Library Commission homepage. The Director noted that the software program currently used has limitations. The new County Webmaster is working with all County departments on updating their webpage. The transition for all county departments will take place at one time. The Director asked that if anyone had updates to the library website to contact her with the information.

SET DATE, TIME, AND PLACE OF NEXT MEETING:

The next Library Commission meeting will be held on July 2, 2015, at 4:00 p.m. at the Calistoga Branch Library.

ADJOURN:

A motion was made by Commissioner Greenberg and seconded by Commissioner Owens to adjourn the meeting, all present in favor with a 6-0 yes vote with Commissioners Kindig, Owens, Krueger, Greenberg, Perez Arroyo and Barrett, voting yes. Meeting adjourned at 6:27 p.m.

Teresa Abeyta
Senior Office Assistant

FINANCIAL PLAN

Operating Service Level Standards

Understanding the need for sustainable minimum standards, the Napa County Library (NCL) created Library Services Definitions (see Library Service Definition Policy) to serve as the minimum standards for all library locations. These standards identify the following:

- Service category type/thresholds
- Minimum/maximum circulation requirements
- Minimum/maximum population requirements
- Minimum/maximum staffing requirements
- Minimum service levels

These Library Service Definitions will serve as the basis for increases or decreases in minimum service levels as the usage and/or population shifts at different library locations. Regardless of the methodology used for cost-capturing and revenue distribution, the County Library will maintain the minimum service levels for all library locations as identified by their service category.

NCL's Service Level Policy

The NCL is currently comprised of four (4) libraries. NCL has a central library and three extension libraries. Recognizing the potential need for growth or reduction in future service levels, NCL created service level definitions that will assist in setting current levels and future levels for each library location as well as the parameters for new libraries to become a part of the County system. These definitions identify targets for levels of service, specify service endpoints, and establish minimum population parameters for these service levels. The Library Director may make the decision to increase the basic service level for a specified time period but may not decrease the minimum service level unless the population and circulation of the particular library location fall out of that specific service level parameter. If the library location fails to meet or exceed both the population and circulation parameters set forth, that particular library location will be put on a two-year review by the Library Director. If service levels or circulation do not meet the standards of their current category during the two years, the Library Director has the right to increase or decrease that library's category at his or her discretion.

The County Library may increase or decrease the hours of a specific municipality's library to the maximum level of hours that can be provided through County Library revenue as distributed by the Cost Allocation Model. This increase or decrease will be contingent upon the maintenance of operational efficiencies for all branches. Further, the addition of extra hours shall not have a negative impact to the library system, such as the incurrence of increased travel costs, the creation of staffing and scheduling inequities, or an incurrence of overtime costs.

There are four general categories for service levels. These levels are as follows: Station, Neighborhood, Branch and Central Library. Each service category has a definition of population range and a minimum circulation per service capita. New Libraries do not have to meet any Circulation per capita standard their first full year of operation. At the Library Director's discretion, he or she can adjust the minimum number of hours within the range of library's category. The Library Director may only reduce the minimum hours open to the minimum of the

particular library's service category. If the County Library's revenues are not large enough in a given fiscal year to have all library locations open to their minimum levels, the library will transfer funds from its General Reserves to ensure all library locations meet the minimum standards identified in the Library Service Definitions. If NCL or the municipality cannot provide the financial support for the level of service for the library's specific category, it will be at the Library Director's discretion to decrease the municipality's library into a more financially appropriate category. The parameters for each of the four service levels are described below.

Station:

Applies to the Yountville;

- Service Population: 3,000-6,000
- Circulation per service capita: 4
- Minimum hours opened per week: 10

The minimum service level is as follows:

The station will provide public Internet access. The library has a telephone system that meets the needs of staff, and the number is advertised on the library's website. The library provides basic minimum paraprofessional reference services. The library has access to minimal programming; this function is usually passed on to the Central Library. The library maintains a collection size ratio of 2 times the service population.

Neighborhood:

Applies to the American Canyon Library;

- Service Population: 6,001-40,000
- Circulation per service capita: 5
- Minimum hours opened per week: 16

The minimum service level is as follows:

All aspects of minimum service levels of a Station plus the following: Library will have some small levels of programming, but the majority will still be handled by the Central Library. The library will provide wireless Internet access.

Branch:

NCL currently does not have a branch library.

- Service Population: 40,001-75,000
- Circulation per service capita: 6
- Minimum hours opened per week: 21

The minimum service level is as follows:

All the aspects of a Station and a Neighborhood plus the following: Library will provide its own programming schedule in connection with the Central Library.

Central Library:

The Central Library, currently the Napa Main Library, does not need to meet any minimum data standards. The Central Library serves as a resource library for all County residents and must be

centrally located for all county users. The Central Library also serves as the headquarters for the County Library system, with all administrative elements housed in the Central Library’s building. The Central Library will be open a minimum 50 hours per week.

The Calistoga location maintains a minimum of 28 hours per week as stated in Napa County Agreement 5089.

Funding Approach

Circulation-based Cost Allocation Model

This model puts an emphasis on service usage and allows for more flexibility over NCL’s entire annual revenue allocating it primarily based on circulation, which serves as a proxy for service usage. This methodology divides NCL’s non-contracted revenue (NCL’s total revenue minus the revenue it receives from agreements with the municipalities for extended hours and the revenues from the agreement with the City of Calistoga) initially by using a circulation reimbursement rate. The total revenue (excluding payments for extended hours and the revenue received pursuant to the agreement with the City of Calistoga) is divided by the total circulation to achieve a revenue-per-circulation figure. This figure is multiplied by the library location’s annual circulation to derive its total NCL revenue allocation.

Variables

A variable is a letter that represents an unknown quantity. In this case, the variables R and C represent revenue and circulation, respectively. The subscripts describe the branch or station to which the revenue or circulation applies. For example, the variable **R_{Napa}** represents the amount of revenue for the Napa Main Library.

Tables 1 and 2 list the revenue and circulation variables and their meanings.

Table 1 REVENUES	
R_{Total}	= Total Library Revenue
R_{Contracted}	= Total Contracted Revenue
R_{Napa}	= Napa Main Library Revenue
R_{AmCan}	= American Canyon Library Revenue
R_{CalAg}	= Calistoga Revenue (per Calistoga Agreement)
R_{YV}	= Yountville Library Revenue

Table 2 CIRCULATION	
C_{Total}	= Total Annual Circulation
C_{Napa}	= Napa Main Library Annual Circulation
C_{AmCan}	= American Canyon Library Annual Circulation
C_{Cal}	= Calistoga Library Annual Circulation
C_{YV}	= Yountville Library Annual Circulation

Table 3.1 shows the revenue-per-circulation formula.

Table 3.1	REVENUE PER CIRCULATION - FORMULA
	$\frac{(\mathbf{R}_{\text{Total}} - \mathbf{R}_{\text{Contracted}} - \mathbf{R}_{\text{CalAg}})}{\mathbf{C}_{\text{Total}}} = \mathbf{Z} \text{ (Total Revenue per Circulation)}$

Table 3.2 provides an example of the revenue-per-circulation formula.

Table 3.2	REVENUE PER CIRCULATION - EXAMPLE
<p>For FY 2010-11, the total library revenue was \$7,366,148. The sum of the revenue due to the library from various contracts was \$250,000. The revenue due to the library from the Calistoga agreement was \$100,000. The total circulation for the library was 1,000,000 units. See right for the revenue per circulation for FY 2010-11</p>	<p>Solution:</p> <p> $\mathbf{R}_{\text{Total}} = \\$7,366,148$ $\mathbf{R}_{\text{Contracted}} = \\$250,000$ $\mathbf{R}_{\text{CalAg}} = \\$100,000$ $\mathbf{C}_{\text{Total}} = 1,000,000$ </p> <p>Substitute the values into the formula, and solve:</p> <p style="text-align: center;"> $\frac{(\\$7,366,148 - \\$250,000 - \\$100,000)}{1,000,000} = \\7.016148 (rounded to \$7.02) </p> <p>Hence, the revenue per circulation for FY 2010-11 was \$7.02.</p>

Allocated Revenues

The allocated revenue is the revenue to be allocated to each branch or station based on the total revenue per circulation.

Table 4 lists the variables for the revenue allocations and their meanings.

Table 4	ALLOCATED REVENUES
	<p>N = Napa Main Library Allocated Revenue</p> <p>A = American Canyon Library Allocated Revenue</p> <p>B = Calistoga Library Allocated Revenue</p> <p>Y = Yountville Library Allocated Revenue</p>

Table 5.1 shows the revenue allocation formula.

Table 5		REVENUE ALLOCATION FORMULA	
Z	x	C_{Napa}	= N (Napa Main Library Allocated Revenue)
Z	x	C_{AmCan}	= A (American Canyon Library Allocated Revenue)
Z	x	C_{Cal}	= B (Calistoga Library Allocated Revenue)
Z	x	C_{YV}	= Y (Yountville Library Allocated Revenue)

Table 5.2 provides an example of the revenue allocation formula.

Table 5.2		REVENUE ALLOCATION FORMULA - EXAMPLE	
For FY 2010-11, the circulation totals for each branch / station are listed below:		Solution:	
		Z = \$7.02	
		C_{YV} = 38,289	
BRANCH / STATION	CIRCS	Substitute the values into the formula and solve:	
Napa Main	768,319	$7.02 \times 38,289 = \$268,788.78$ (rounded to \$268,789)	
American	138,756		
Calistoga	54,636		
Yountville	38,289		
See right for the Yountville Library station allocated revenue for FY 2010-11.		Hence, the revenue allocable to the Yountville Library station for FY 2010-11 is \$268,789.	

Once the appropriate amount of revenue is allocated, NCL will then provide the corresponding number of service hours up to the specified revenue levels. When the revenue is exhausted, the County Library would ask the respective municipalities to see if they were interested in contracting for extended (additional) hours for that particular fiscal year at the appropriately calculated cost per hour as determined by the cost allocation model. Regardless of usage, NCL will ensure that all locations fall within the Library Service Definition minimum open hours range within their specific category. NCL would redistribute revenue, if needed; to make sure these minimum service levels were met at all library locations.

This model accurately identifies the need for services at specific library locations and allows for the organic movement of NCL’s limited resources to the areas for which client usage identifies an increasing need for services. With a Policy already in place regarding specific minimum levels for all library locations, this model will not unfairly prejudice any library within the County Library system.

Fund Balance

The Policy outlines the initial setup of designations within the Library Fund Balance for the purpose of funding capital needs at the different library locations and provides direction on how the Fund Balance will be maintained, including how fiscal short falls and surpluses are to be addressed. The County Library has to balance the long-term capital needs of the County Library system with the short-term demands of the current facilities. Through this Policy, the County Library is able to meet both mandates.

Per the Policy, the County Library's fund balance, made up of General Reserve and General (unspecified) Designation, will be broken down as follows:

General Reserves

Commencing in FY 2010-2011, the County Library will maintain 10% of its annual appropriations within its General Reserve. (Any shortfall in future Fiscal Years will be made up through a transfer from the General Designation.) Any remaining balance shall be transferred to the Library's General Designation and be broken down as follows:

General Designation

Initially, from the FY 2010-2011 General Designation, four designations in the amount of \$250,000 each will be set up for each of the County Library system's four libraries (Napa, American Canyon, Calistoga and Yountville). The total remaining balance of the General Designation shall be initially broken down as follows:

- 30% of the total amount will remain in General (unspecified) Designation.
- 70% of the current balance of the General Reserve and General (unspecified) designation shall be broken down by the different library locations Fiscal Year 2008-2009 percentage of total circulation to establish four designations, one for each of the County Library system's facilities.

This process, which is explained in greater detail below, shall be maintained each Fiscal Year. The 30% for the undesignated reserves shall remain constant, while the remaining 70% shall be divided among the three facilities in accordance with their previous year's percentage of circulation. Calistoga is excluded from the ongoing distribution to Fund Balance based on Napa County Agreement 5089 which stipulates that revenue collected for Calistoga is to be used for operations.

Each library location's percentage of total circulation is used as the metric for allocating the funds to the respective designations the follow fiscal year. This practice will organically allow usage to dictate need. The more circulation a library location has the more likely it will have a greater need for capital improvements. After the initial designations are established, the County Library will use this Policy to oversee the following aspects of the County Library's General Reserve/General Designation:

Policy Statements

The County Library shall appropriate 3% of its anticipated revenues to serve as an operational Contingency. Funds remaining in the operational Contingency at the end of the Fiscal Year will be transferred into the County Library's General/specified designations at the end of the fiscal year.

The distribution of the remaining balance of the Contingency shall follow the same designation breakdown identified above.

- 30% of the 3% shall be transferred to General (undesignated) Designation.
- The remaining 70% shall be broken down into the various designations set up for the library facilities located in the different cities and Town (Napa, American Canyon, and Yountville) in accordance with their respective percentages of total circulation from the prior Fiscal Year.

Scenario 1

If, in the preparation of its budget for the succeeding Fiscal Year, the County Library is unable to balance its budget request, the 3% of its anticipated revenues to be appropriated for operational Contingency will instead be used to balance the County Library's budget request.

Scenario 2

If the County Library's fiscal year operational budget is not balanced after using the entirety of the 3% intended for appropriation as Contingency, the library shall use funds from the General Designation to balance the operating budget.

In the event of the first two scenarios above, the County Library, in future years, shall first replenish its General designation in the same amount that was borrowed to balance the budget. This shall occur before any disbursement to other designations for the four library facilities would occur. Once the General Designation has been replenished, the County Library shall return to its standard distribution of funds into its four designations for library facilities.

Scenario 3

If the County Library ends a Fiscal Year with a surplus, any surplus over and above the amount appropriated for operational Contingency shall be transferred into the General Designation. This surplus can also be used to make up the deficit described in scenario 2.

Scenario 4

If a capital project for a specific library facility is estimated to cost more than the amount available in that facility's designation, and borrowing must occur from either another library facility's designation or from the County Library's General Designation, the borrowing facility must pay back the borrowed amount. The repayment may be made from any funding the borrowing library is scheduled to receive from a distribution of remaining operational Contingency funds at the end of a Fiscal Year. The repayment must be made before any funds shall be transferred into the borrowing facility's designation.

AB 1234 Ethics Training

	Date of last training	expires
Teresa Abeyta	06/14/13	06/14/15
Rodolfo Perez Arroyo	02/13/2015	02/13/17
Stacy Barrett		
Patricia Krueger		
Dina Greenberg	08/27/13	08/27/15
Anthony Halstead	06/14/13	06/14/15
Pamela Kindig	05/05/15	05/05/17
Danis Kreimeier	06/14/13	06/14/15
Scott Owens		
Lonnie Payne-Clark	06/11/13	06/11/15
A Shelby Valentine	06/14/13	06/14/15
Bonnie Webster	06/14/13	06/14/15

last update 06/29/15

Bonnie Webster, Napa County Department Liaison, Library

Applicant

Code #1



Student Library Commission Member Application

CODE # _____
for office use only

Name of School Attending Justin-Siena Grade 10th

Why do you want to be a Library Commission student representative?

I enjoy writing and reading, as well as leadership. I've been published in the Napa Valley register, and this gives me a unique perspective on both the teenage world and literary world.

Future Goals: (Including Community Service, Leadership, College and Career)

My goal is to get into a good college for engineering. For my career, I hope to create things for the public use to better society, and to make the world a better place.

Information you believe would uniquely qualify you for service on the Commission; e.g., school activities, service to community, etc.

I've taken on many leadership roles in my school and community. For instance, I am a lawyer in Mock Trial, a starting Tennis player, and I volunteer often in my mother's classroom.

What do you see as the role of libraries in the future?

It still serves as a place of learning for both the young and old. As technology develops,

Is this part of a special project or community service? If so, please describe.

No. I've always enjoyed giving back, as well as writing. This combines my favorite things.

Please include a letter of reference.

Applicant

Code #2



Student Library Commission Member Application

CODE # 2
for office use only

Name of School Attending I go to Redwood Middle school Grade 8th going into 9th
as of May 2015, but I will soon be going to Vintage High School.

Why do you want to be a Library Commission student representative?

I would like to be a library commission student because I would like to see students coming to the library on a regular basis and using all of the resources to their advantage. I would also like the library to feel like a comfortable, quiet, and safe place for teens.

Future Goals: (Including Community Service, Leadership, College and Career)

A few of my future goals are keeping all of my awards up hall and graduating from my early morning church class. I plan to go to college at BYU Provo. For my career I would either like to become a genetic engineer, dentist, or an optometrist.

Information you believe would uniquely qualify you for service on the Commission: e.g., school activities, service to community, etc.

I believe that I would uniquely qualify for the commission because I have experience in public speaking from church. I get straight As every trimester. I am also a very avid reader. I 6th grade I broke my school record in reading 9 million words. I also enjoy helping people and recommending books.

What do you see as the role of libraries in the future?

In this age and time books and libraries are becoming replaced by technology and social media. Libraries remind and teach people about the importance of reading and learning.

Is this part of a special project or community service? If so, please describe.

I would like to use this experience for community service because it would look extremely good for college.

Please include a letter of reference.

Applicant

Code #3



Student Library Commission Member Application

CODE #

3

for office use only

Name of School Attending American Canyon High Grade 11

Why do you want to be a Library Commission student representative?

I want to be a student representative in order to play an active role in improving the library and the community. I want to improve the library because I frequently visit it and I find that it is an important place to me and many others in the community.

Future Goals: (Including Community Service, Leadership, College and Career)

I hope to leave a positive impact on my community through community service before leaving for college. My educational goals are to attend a UC and earn a degree in pharmaceutical sciences. While attending college, one of my goals is to improve my leadership skills by joining clubs or organizations focused on community development.

Information you believe would uniquely qualify you for service on the Commission; e.g., school activities, service to community, etc.

I have served as a Link Crew Leader who guides freshmen through their first year of high school, and participates in community service events. As a Link Crew Leader, I have discussed issues about my school and ways to resolve them.

What do you see as the role of libraries in the future?

In the future, I see libraries as a place where people all throughout the community come to in order to bond, develop, and create. I see people bonding through library events, developing educational skills with tutors and books, and creating using library resources.

Is this part of a special project or community service? If so, please describe.

While my school requires community service hours to graduate, I am applying for this position purely because of the library's personal importance to me.

Please include a letter of reference.