

NAPA COUNTY LIBRARY COMMISSION SPECIAL MEETING MINUTES
March 16, 2017

CALL TO ORDER; ROLL CALL

The Library Commission of the County of Napa met in special session on Thursday, March 16, 2017, at 5:30 p.m. at the American Canyon Library, with the following commissioners present: Chairman Scott Owens, Jr., Commissioners Patricia Krueger, Stacy Barrett, Maria de Lurdy Martinez, and Timothy Gaughan Ph.D. Commissioner Jean Deluca and Teen Representative Ryan England were excused. The meeting was called to order by Chairman Scott Owens.

ADOPTION OF THE AGENDA ORDER:

Motion moved by Commissioner Barrett and seconded by Commissioner Krueger to accept the agenda order as presented. Motion passed 5-0.

APPROVAL OF THE MINUTES:

- a. Due to the lack of a quorum the January 5, 2017, minutes were not approved. The item will move forward to the next meeting.

PUBLIC COMMENT:

None

OLD BUSINESS:

- a. Report on the presentation to the Board of Supervisors on the revised Financial Plan

The Director reported that on January 31, 2017, the Board of Supervisors adopted the resolution amending the County Policy Manual, Section 29, to revise and update the Financial Plan. Commissioner Owens attended the meeting and thanked the ad hoc committee for all the hard work that went into revising the plan.

- b. Report on the library remodel project

The Director reported the project is moving forward. The automated material handling system at the drive through is operational and a second machine will be installed at the front of the library soon. The machine frees up library staff to work on more important tasks and helps cut down on repetitive motion injuries. The circulation work room renovation is ahead of schedule. A few change orders have been required, but at this time the project is within budget. The Children's remodel is moving along nicely. The Calistoga library remodel has a couple of items to complete and the project will be finished. Library patrons are very happy with the renovation.

- c. Report, discussion and possible action to endorse the winning library card designs

The Director reported that a contest was held for county residents of all ages to design new library cards. A committee was chosen to select the winners in six categories. The winning designs are in today's packet. After review, a motion was moved by Commissioner Martinez and seconded by Commissioner Barrett to endorse the winning library card designs. Motion passed 5-0. The new library card designs will be going to the printer and will be available at all libraries.

NEW BUSINESS:

- a. Report, discussion and possible action to elect a new Library Commission chairman and vice chairman for a one-year term

Due to an absence and a commissioner vacancy being filled by the next meeting, the item will move forward to the next meeting.

- b. Report on the Harwood Institute for Public innovation

The library received grant funding to participate in the Harwood Institute for Public innovation. The eighteen-month program provides training for staff to help libraries strengthen their role as agents of positive change by community engagement. Library teams of four are going out into the community to lead conversations to better understand their needs, concerns and aspirations. The gatherings are usually held in neighborhood homes with up to 15 participants for one to two hours. The information will be shared with city and town officials and the Board of Supervisors. If you would like to host a community conversation in your neighborhood, please talk to the Director.

- c. Report, discussion and possible action to elect three jury members to the *Art in the Library* jury committee

The recommended jury members for the *Art in the Library* program are: Pam Kindig for a one-year term, Betty Malmgren for a two-year term and Janice Peterson for a two-year term. Motion moved by Commissioner Krueger and seconded by Commissioner Barrett to elect three jury members to the *Art in the Library* Program. Motion passed 5-0.

- d. Report, discussion and possible action to appoint a Library Commissioner to the *Art in the Library* jury committee for a two-year term

A motion was moved by Commissioner Barret and seconded by Commissioner Martinez to elect Commissioner Krueger as a jury member to the *Art in the Library* Program for a two-year term. Motion passed 5-0.

LIBRARY DIRECTOR'S COMMENTS AND ANNOUNCEMENTS:

The Director reported that Fredy Gonzalez, library assistant in Calistoga, is leaving to work for the Sonoma County library. An opening for a Spanish-required library assistant will be offered in-house, and if the position is not filled there will be a recruitment. The Director reported that the library will be looking at the fund balance once the Capital Improvement Projects are completed. The Library Foundation donated \$50,000 to the library for 2017; the donation was approved by the Board of Supervisors on February 28, 2017. The Napa Friends of the Library have committed to donating \$48,000 to the library in 2017. The head of Children's Services is in the process of sending out letters to the Friends of the Library groups for Summer Reading Program donations.

LEGISLATION:

State Senator Bill Dodd introduced a bill, SCA 3-DODD to lower the local vote threshold for library construction and renovation bond measures from two-thirds to 55%. The first hearing is scheduled for March 29. Napa County Supervisor Diane Dillon will speak in support of the bill; the Director will be attending the hearing.

The President's FY 2018, budget contains a proposal to eliminate the Institute of Museum and Library Services (IMLS.) The Library Services and Technology Act (LSTA) is funded through IMLS and is the primary source of funding for libraries in the federal budget. The money is distributed to state libraries, and covers many grant-

funded programs. The Director requested that everyone write letters in support of all of the pending legislation.

The State Library is offering grants for *Pitch an Idea* program. The library has sent in an idea for a library bicycle branch, and has passed the first elimination round. The bicycle will go to community events with drawers of books and library outreach information. The library has partnered with the Napa County Bicycle Coalition and an anonymous donor to work together on this exciting project.

COMMISSIONER'S COMMENTS:

Commissioner Krueger thanked the Director and staff for the increase of library programs at the American Canyon library. She also noted the increase of use, with many diverse meetings, in the community meeting room. Commissioner Owens noted that attendance at the new STEM programs on Saturdays at the Yountville Library is at full capacity and commended library staff for a very successful program. New Library Commissioners Mari Martinez and Timothy Gaughan introduced themselves to the commissioners.

AGENDA BUILDING:

- Approve the minutes from the January 5, 2017 meeting
- Election of Library Commission officers for one-year appointments
- Report on the library remodel project
- Short report on Ethics Training with Deputy County Counsel Susan Altman

SET DATE, TIME, AND PLACE OF NEXT MEETING:

The next Library Commission meeting will be held on May 4, 2017, at the Napa County Library. This is a special meeting due to the location change from American Canyon library to the Napa Library.

ADJOURN:

A motion was made by Commissioner Barrett and seconded by Commissioner Martinez to adjourn the meeting. Motion passed 5-0. The meeting was adjourned at 6:34 p.m.

Teresa Abeyta
Senior Office Assistant