

NAPA COUNTY LIBRARY COMMISSION MEETING MINUTES

January 5, 2017

CALL TO ORDER; ROLL CALL

The Library Commission of the County of Napa met in regular session on Thursday, January 5, 2017, at 5:00 p.m. at the Napa County Library, with the following commissioners present: Chairman Scott Owens, Jr., Commissioners Patricia Krueger, Pamela Kindig, Jean DeLuca and Teen Representative Ryann England. Commissioner Dina Greenberg arrived late and Commissioner Barrett was excused. The meeting was called to order by Chairman Scott Owens.

ADOPTION OF THE AGENDA ORDER:

Motion moved by Commissioner DeLuca and seconded by Commissioner Kindig to accept the agenda order as presented. Motion passed 4-0.

APPROVAL OF THE MINUTES:

- A. The Chairman requests approval of the minutes from the meeting of November 3, 2016.
(Commissioners Owens, Krueger, Kindig, Greenberg, Payne-Clark, DeLuca and Barrett were present)

Motion moved by Commissioner Krueger, seconded by Commissioner DeLuca to approve the minutes. Motion passed 4-0 with Commissioners Owens, Krueger, Kindig and DeLuca voting.

PUBLIC COMMENT:

None

OLD BUSINESS:

None

NEW BUSINESS:

- a. Ceremony to honor departing Library Commissioners Kindig and Payne-Clark

The departing Commissioners were honored by the Director and Library Commissioners for their service to the commission. Both served as chairman during their respective tenure and volunteered to work on important Ad Hoc Committees such as revising the Napa County Library Commission Bylaws and the new financial plan. A gift of appreciation was presented.

- b. Report, discussion and possible action on the revised Financial Plan

The Ad Hoc Committee for resource allocation presented their final report to the commission. The Ad Hoc Committee, the Director and financial analyst carefully reviewed the library budget and a variety of data and statistics. After months of review, two different financial models were proposed: the Circulation Model, and the Circulation/Visitation Model. The new financial plan replaces the Cost Allocation Model (CAM) and covers the main, American Canyon and Yountville libraries; the Calistoga library has a different financial plan. After review and discussion, a motion was moved by Commissioner DeLuca and seconded by Commissioner Kindig to recommend the approval of the Circulation/Visitation model for the new library financial plan and to send

the recommendation on to the Board of Supervisors for final adoption. Motion passed 4-0 with Commissioners Owens, Krueger, Kindig and Deluca voting. Supporting documents for the financial presentation are at the end of the minutes.

- c. Report, discussion and possible action to appoint an Ad Hoc Committee to review Library Commissioner applications and make recommendations to the Board of Supervisors

Due to the large number of applications for the open library commissioner positions for Napa County, it was suggested that an Ad Hoc Committee convene to review the applications and make recommendations to the Board of Supervisors. After discussion, a motion was made by Commissioner DeLuca and seconded by Commissioner Krueger to elect Commissioners Krueger, Greenburg and Barrett to the Ad Hoc Committee. Motion passed 5-0 with Commissioners Owens, Krueger, Kindig, Greenberg and Deluca voting.

- d. Report, discussion and possible action to appoint a Library Commissioner to sit on the Library Card Design Contest Committee

The library is finalizing the 100-year anniversary celebration with a new library card design contest. Five categories are open for everyone to submit entries. A judging panel will convene to select the winners, and a representative is needed from the Library Commission. After discussion, a motion was made by Commissioner Krueger and seconded by Commissioner Kindig to appoint Teen Representative England to the panel. Motion passed 5-0 with Commissioners Owens, Krueger, Kindig, Greenberg and Deluca voting.

LIBRARY DIRECTOR'S COMMENTS AND ANNOUNCEMENTS:

The Director reported that the library has received a grant to participate in the Harwood Institute for Public Innovation. The item will be on the agenda at the next meeting.

LEGISLATION:

None

COMMISSIONER'S COMMENTS:

Commissioner Krueger offered her input on the new library program calendar that replaces the library newsletter. The Director noted that some programming is planned after the calendar goes out to print. All libraries' program information is updated regularly and is available online as well as the library's Facebook posts.

Commissioner Kindig thanked everyone for their kind words and stated that the City of Napa is starting the recruitment process for a new commissioner.

Commissioner DeLuca thanked the Ad Hoc Committee for resource allocation for their hard work on the new financial plan. Commissioner DeLuca will be absent from the March 2 meeting.

Commissioner Greenberg shared her views on time spent on the Library Commission. She made the observation that during the latter part of her tenure there has been a growing division between city and county commissioners. She would like to see the new commission working together and supporting one another. She will not be reapplying for another term representing Napa County. Commissioner Greenberg will come back for a departing ceremony at the next meeting. The Commissioners thanked her for her service on the Commission.

AGENDA BUILDING:

- Report on the presentation to the Board of Supervisors on the revised Financial Plan
- Report on the library remodel project
- Report on library card design contest
- Election of Library Commission officers for one-year appointments
- Report on the Harwood Institute for Public Innovation

SET DATE, TIME, AND PLACE OF NEXT MEETING:

The next Library Commission meeting will be held on March 2, 2017 at 5:00 p.m. The meeting location will be announced because of the lack of meeting space at the main library due to the remodel project. It was also noted that the meeting may be cancelled due to the lack of a quorum.

ADJOURN:

A motion was made by Commissioner Kindig and seconded by Commissioner Krueger to adjourn the meeting. Motion passed 5-0. The meeting was adjourned at 6:50 p.m.

Teresa Abeyta
Senior Office Assistant