



*Our mission is
to enrich people's lives
with books and information.*

NAPA COUNTY LIBRARY COMMISSION

Thursday January 9, 2020

5:00 p.m.

Napa Library

580 Coombs Street, CA 94559

AGENDA

Any member of the audience desiring to address the Commission on a matter on the agenda please proceed to the rostrum and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Commission, and has been set at 3 minutes per speaker.

1. Call to Order: Roll Call
2. Adoption of Agenda Order
3. Discussion and Possible Action for the Approval of the November 14, 2019 Library Commission meeting minutes (Members Halley Lauer, Patricia Krueger, Stephanie J. Allan, Richard Pastcan M.D., Sarita Lopez, Davina Rubin, Scott Owens, Jr. and teen representative Christopher Olivier were present.)
4. Public Comment
In this time period, anyone may address the Library Commission regarding any subject over which the Commission has jurisdiction but which is not on today's posted agenda. In order to provide all interested parties an opportunity to speak, time limitations shall be at the discretion of the Chair. As required by Government Code, no action or discussion will be undertaken on any item raised during this Public Comment period.
5. Old Business

Privacy update – Analytics on Demand (Gale), other services.
6. New Business
 - a. Presentation to honor Pastor José Díaz

LIBRARY COMMISSIONERS

Appointed by

Halley Lauer, Chair	Napa County
Sarita Lopez, Vice Chair	Napa County
Patricia Krueger	City of American Canyon
Stephanie J. Allan	City of Calistoga
Scott Owens, Jr.	Town of Yountville
Davina Rubin	City of Napa
Richard Pastcan M.D.	City of Napa
Pastor José Díaz	Napa County
Christopher Olivier	Teen representative

INTERIM LIBRARY DIRECTOR

Anthony Halstead

SENIOR OFFICE ASSISTANT

Betty Figueroa

b. Report on Summer Reading Program

1. Staff report
2. Public comment

c. Appointment of new juror for Art in the Library

1. Staff report
2. Public comment

7. Library Director's comments and announcements

8. Legislation

9. Commissioners' Comments

10. Agenda building

11. Set date, time and place of the next meeting:

**Thursday March 5, 2020
5:00 p.m.
Napa Library
580 Coombs St
Napa, CA 94559**

12. Adjournment

If requested, the agenda and documents in the agenda packet shall be made available in appropriate alternative formats to persons with a disability. Requests for disability related modifications or accommodations, aids or services may be made to the Library Business Office no less than 72 hours prior to the meeting date by calling (707) 253-4242.

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, and all branch libraries. Telephone: (707) 253-4242. FAX (



NAPA COUNTY LIBRARY COMMISSION MINUTES

November 14, 2019

Draft Summary of Proceedings

CALL TO ORDER; ROLL CALL

The Library Commission of the County of Napa met on Thursday November 14, 2019 at the Napa Library. Chair Halley Lauer called the meeting to order at 5:00 p.m. with the following commissioners present: Halley Lauer, Sarita Lopez, Patricia Krueger, Stephanie J. Allan, Richard Pastcan M.D., and teen representative Christopher Olivier. Davina Rubin arrived at 5:50 p.m. and Scott Owens, Jr. arrived at 6:01 p.m. Excused Absence: Pastor José Diaz

ADOPTION OF THE AGENDA ORDER:

Motion moved by Commissioner Lopez to accept the agenda order as presented, Commissioner Pastcan seconded the motion. Motion passed 5-0, with Halley Lauer, Sarita Lopez, Patricia Krueger, Stephanie J. Allan, and Richard Pastcan M.D. voting yes.

APPROVAL OF THE MINUTES:

1. September 5, 2019 (Members Patricia Krueger, Stephanie J. Allan, Scott Owens, Jr., Richard Pastcan M.D., and Sarita Lopez were present.)

Motion moved by Commissioner Krueger and seconded by Commissioner Pastcan to approve the minutes as amended. Motion passed 5-0 with Halley Lauer, Sarita Lopez, Patricia Krueger, Stephanie J. Allan, and Richard Pastcan M.D. voting yes.

OLD BUSINESS: None.

PUBLIC COMMENT: None.

NEW BUSINESS:

- a. Report on Spanish language & bilingual programming

Presentation from Napa Library Associates, Refugio Rivera, and Chelsea Hernandez-Garcia on the community based programming funded by the California Humanities Grant. The main objective of this grant is to engage the Latinx community, reel in the rest of the community, and make the library as diverse and inclusive as possible. In order to find what interests the Napa community has, Refugio and Chelsea asked patrons to complete surveys, participate in open discussions, and gathered information from Harwood- Community Talks. The two associates held trial programs to retrieve feedback from attendees such as, a Frida painting tutorial night, and a Vegan Chef presentation. The two found that every attendee enjoyed the programming and could not wait for the next event!

Moving forward you can expect to see more of these events carry out through December. Listed below are upcoming events:

Pumpkin Spice Energy Balls: American Canyon Library

- An interactive cooking tutorial for healthy holiday treats

Community Cook Book: open to all branches

- Please submit your recipes to the Napa Library for your opportunity to be a part of the Napa Library Community Cookbook! The cookbook will be printed for the community to see, all entries are welcomed.

Home for the Holidays: Napa Main Library

- A dive into the world of Virtual Reality, in this program you have a chance to visit places and spaces all over the world.

b. Report on Public Safety Power Shutoff and fire event

Throughout the many Napa power shut offs, Napa Main Library remained open to the public with full power. Charging stations were set up throughout the library. On day one, there was a 92% increase in foot traffic, and a 600% increase in Wi-Fi connectivity. The library has become a true disaster recovery hub, and welcomes everyone to its safe space.

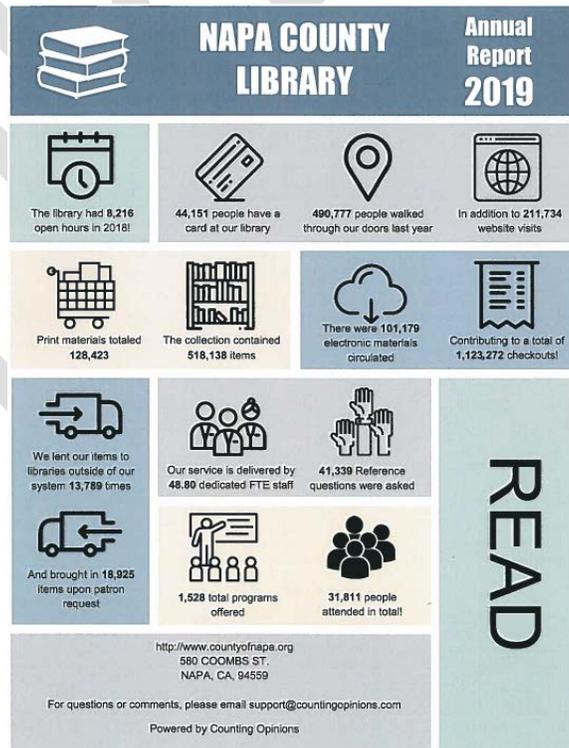
c. Report on Summer Reading Program

Summer Reading Program statistics will be presented next meeting.

LIBRARY DIRECTOR'S COMMENTS AND ANNOUNCEMENTS:

The Napa Bike Branch will make an appearance at the annual Christmas parade this year.

The Napa County Library's annual report has been generated; the results include all four-library branches, please see below:



Library Director commented that she is retiring December 27, 2019; after eleven wonderful years, she feels confident that the staff will continue to steer the library in a successful direction.

LEGISLATION:

Upcoming meeting to oppose Macmillan's library e-book embargo.

COMMISSIONER COMMENTS:

Commissioner Krueger commented that her term would be ending in January; she is very impressed by the work American Canyon offers to the community, and so thankful to have a bilingual staff member on board.

Commissioner Owens commented that he found the PSPS reading enlightening, he was happy to read about the positive impact the library had and how it truly is a hub to the community.

Commissioner Allan commented that she would like for the community to know about the Sonoma County Barr Association, they offer free legal help to the community. If there is an interest, she would be willing to volunteer her time here in Napa.

Commissioner Pastcan commented that he was happy to hear that the library has driving tests/tools available for those looking to study for a driving test or license renewal.

Commissioner Lauer commented that she checked out her first link+ book and was very pleased to be able to find that book. She attended a craft activity where they made wreaths; it was a lot of fun.

Commissioner Lopez commented that she is excited to be attending upcoming activities and events at the library.

Teen Representative Christopher Olivier commented that he has had so much fun in the teen room showing robotics!

Commissioner Rubin commented that it is so wonderful to see the bike branch making its way into the community; she cannot wait to see how many books will be accessible to everyone! She recently read the library book and found that it is a great way to learn about libraries and feel connected.

AGENDA BUILDING:

- Summer Reading Program statistics with teen and adult partnerships

SET DATE, TIME, AND PLACE OF NEXT MEETING:

**Thursday January 9, 2020
5:00 p.m.
Napa Library
580 Coombs Street, CA 94559**

ADJOURN:

Meeting adjourned at 6:20 p.m.

Betty Figueroa

Senior Office Assistant

Universe of Stories / Summer 2019

Stats by age-group, & online.

AGES 3 - 12									
	ENGLISH SIGN-UPS	ENGLISH FINISHERS	% FINISHED	ONLINE SIGN-UPS	ONLINE FINISHERS	% FINISHED	TOTAL SIGN-UPS	TOTAL FINISHERS	TOTAL % FINISHED
NAPA	1661	403	24%	250	42	17%	1911	445	23%
AMCAN	281	94	33%	68	1	1%	349	95	27%
CAL	80	33	41%	5	0	0%	85	33	39%
YTV	86	62	72%	14	2	14%	100	64	64%
TOTALS	2108	592	28%	337	45	13%	2445	637	26%

AGES 0 - 3 WEE ONES									
	ENGLISH SIGN-UPS	ENGLISH FINISHERS	% FINISHED	ONLINE SIGN-UPS	ONLINE FINISHERS	% FINISHED	TOTAL SIGN-UPS	TOTAL FINISHERS	TOTAL % FINISHED
NAPA	173	31	18%	20	3	15%	193	34	18%
AMCAN	17	9	53%	4	1	25%	21	10	48%
CAL	9	4	44%	1	1	0%	10	5	50%
YTV	3	3	100%	1	1	100%	4	4	0%
TOTALS	202	47	23%	26	6	23%	228	53	23%

TOTAL PARTICIPANTS										
	ENGLISH SIGN-UPS	ENGLISH FINISHERS	% FINISHED	ONLINE SIGN-UPS	ONLINE FINISHERS	% FINISHED	TOTAL SIGN-UPS	TOTAL FINISHERS	TOTAL % COMPLETE	Books Read Includes Online
NAPA	1834	434	24%	270	45	17%	2104	479	23%	
AMCAN	298	103	35%	72	2	3%	370	105	28%	
CAL	89	37	42%	6	1	17%	95	38	40%	
YTV	89	65	73%	15	3	20%	104	68	65%	
TOTALS	2310	639	28%	363	51	14%	2673	690	26%	0

Please note that the first 3 columns - "English Sign-Ups," "English Finishers" & "% Finished" - refer to in-person sign

The Online Sign-Ups per branch are estimated by % of 3 and Up Enrolled (including adults)

A Universe of Stories NCL Summer Library Adventure 2019

Programs & Attendance By Branch

NAPA				
	JUNE	JULY	AUGUST	TOTALS
PROGRAMS	84	77	31	192
CHILDREN	2,131	1,421	136	3,688
ADULTS	868	827	111	1,806
TOTALS	2,999	2,248	247	5,494

AMCAN				
	JUNE	JULY	AUGUST	TOTALS
PROGRAMS	12	13	5	30
CHILDREN	306	322	88	716
ADULTS	127	160	33	320
TOTALS	433	482	121	1036

CALISTOGA				
	JUNE	JULY	AUGUST	TOTALS
PROGRAMS	14	12	8	34
CHILDREN	291	228	57	576
ADULTS	111	83	14	208
TOTALS	402	311	71	784

YOUNTVILLE				
	JUNE	JULY	AUGUST	TOTALS
PROGRAMS	12	18	0	30
CHILDREN	381	775	0	1156
ADULTS	151	52	0	203
TOTALS	532	827	0	1359

ALL BRANCHES COMBINED

PROGRAM TOTALS	CHILDREN	ADULTS	TOTALS
286	6,136	2,537	8,673

Readers' Celebration Day Parties

NAPA

FINISHERS	other kids	ADULTS	TOTAL
172	88	130	390

**Please note that the number of siblings & adults at the Napa Party is only an estimate.*

NAPA - WEE READER

CHILDREN	ADULTS	TOTAL
28	26	54

CALISTOGA

CHILDREN	ADULTS	TOTAL
17	10	27

AMCAN

CHILDREN	ADULTS	TOTAL
73	27	100

Universe of Stories 2019 - Adult participants

PARTICIPANTS (STANDARD)

LOCATION	SIGN-UPS	COMPLETED	%	SIGN-UPS	COMPLETED	%
	ENGLISH	ENGLISH	COMPLETED	SPANISH	SPANISH	COMPLETED
NAPA	226	40	18%			#DIV/0!
AMCAN	31	7	23%			0%
CAL	13	5	38%			0%
YTV	33	9	27%			0%
TOTALS	303	61	20%			#DIV/0!

PARTICIPANTS (ONLINE)

LOCATION	SIGN-UPS	COMPLETED	%	SIGN-UPS	COMPLETED	%
	ONLINE ENGLISH	ONLINE ENGLISH	COMPLETED	ONLINE SPANISH	ONLINE SPANISH	COMPLETED
NAPA	110	13				
AMCAN						
CAL						
YTV						
TOTALS	110	13	12%			

TOTAL PARTICIPANTS (ALL READERS)

LOCATION	TOTAL	TOTAL	TOTAL
	SIGN-UPS	COMPLETED	% COMPLETED
NAPA	413	53	13%
AMCAN	31	7	23%
CAL	13	5	38%
YTV	33	9	27%
TOTALS	523	74	14%

FY19/20													
	July	August	September	October	November	December	January	February	March	April	May	June	Annual
Napa visitation *	41,097	37,615	36,282	41,229	32,715	32,338							221,276
American Canyon visitation	5,191	5,933	5,115	5,254	4,609	4,169							30,271
Calistoga visitation****	3,084	2,867	2,576	1,985	3,423	2,694							16,629
Yountville visitation	3,600	3,342	3,150	4,704	2,698	3,019							20,513
Total visitation	52,972	49,757	47,123	53,172	43,445	42,220	-	-	-	-	-	-	288,689
American Canyon circulation	11,446	10,260	10,224	10,571	9,781	8,913							61,195
Calistoga circulation	4,020	3780	3513	3170	3,889	3,850							22,222
Napa circulation	75,421	70176	66,220	68,880	64,968	61,522							407,187
Yountville circulation	2,530	2,536	2624	2866	2,374	2,442							15,372
Pope Valley circulation	CLOSED	57	183	107	81	41							469
Total physical material circulation **	93,417	86,809	82,764	85,594	81,093	76,768	-	-	-	-	-	-	506,445
Library to Go (Overdrive)	6,610	6,304	6,246	6,115	5,838	6,131							37,244
Kanopy	549	613	727	687	784	731							4,091
Hoopla	2,294	2,364	2,223	2,167	2,197	2,188							13,433
RB Digital (formerly Zinio - e-magazines)	758	1,123	889	982	1,093	822							5,667
Total digital circulation	10,211	10,404	10,085	9,951	9,912	9,872	-	-	-	-	-	-	60,435
Discover & Go	123	73	55	46	48	55							400
Tutor.com ***													-

* Visitation is calculated based on sensor "out" readings.

*This figure also includes Napa County items (by location) that are sent for loan to Link+ libraries

*** We believe uses submitted by Tutor.com to be inaccurate (overstated). The company is inacting new login requiremens mid December to address concerns.

*** *Calistoga had multiple power outages in October, 2019 that impacted door count - due to both power issues as well as full closure for multiple days



2020 Library Closure Schedule

<u>DAY</u>	<u>DATE</u>	<u>HOLIDAY</u>	<u>OPEN/CLOSED</u>
Wednesday	January 1	New Year's Day	Closed Observed as County Holiday
Monday	January 20	Martin Luther King, Jr. Birthday	Closed Observed as County Holiday
Monday	February 17	Washington's Birthday	Closed Observed as County Holiday
Tuesday	March 31	Cesar Chavez's Birthday	Closed Observed as County Holiday
Monday	May 25	Memorial Day	Closed Observed as County Holiday
Saturday	July 4	Independence Day	Closed Observed as County Holiday
Monday	September 7	Labor Day	Closed Observed as County Holiday
Wednesday	November 11	Veterans (Armistice) Day	Closed Observed as County Holiday
Wednesday	November 25	Thanksgiving Eve	Open Main library 10:00 to 6:00 American Cyn. 10:00 to 6:00 Calistoga 10:00 to 6:00 Yountville 10:00 to 6:00
Thursday	November 26	Thanksgiving Day	Closed Observed as County Holiday
Friday	November 27	Day after Thanksgiving Day	Closed Observed as County Holiday
Friday	December 4	Staff In-service Training Day	Closed Closed to public for staff training
Thursday	December 24	Winter Holiday	Closed Observed as County Holiday
Friday	December 25	Winter Holiday	Closed Observed as County Holiday
Thursday	December 31	New Year's Eve	Open Main library 10:00 to 6:00 American Cyn. 10:00 to 6:00 Calistoga 10:00 to 6:00 Yountville 10:00 to 6:00