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. Approval of the minutes
   a. Discussion and possible action of the approval of the minutes for the meetings of:
      1. May 2, 2019 (Members Halley Lauer, Patricia Krueger, Scott Owens, Jr., Davina Rubin, Richard Pastcan M.D., Pastor José Díaz, Sarita Lopez, and teen representative Vanessa Chen were present.) Excused absence: Stephanie J. Allan
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

   None.

6. Presentation to honor Jean Deluca

7. New Business
   a. Discussion and possible action for election of a Library Commission Vice Chair
      1. Staff report
2. Public comment
3. Vote on the item

b. Update on Summer Reading Program

1. Staff report
2. Public comment

Discussion and possible action for election of a Library Commission Teen Representative

1. Staff report
2. Public comment
3. Vote on the item

a. Discussion and possible action regarding Director of Library Services and Community Outreach
   recommendation of the reappointment of Jeremy Benson to serve another term as Napa County Poet Laureate

1. Staff report
2. Public comment
3. Vote on the item

8. Library Director’s comments and announcements

9. Legislation

10. Commissioners’ comments

11. Agenda building

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

   Thursday September 5, 2019
   5:00 p.m.
   Yountville Library
   Washington St.
   Yountville, CA 94599

13. 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 (707) 253-4615.
CALL TO ORDER; ROLL CALL

The Library Commission of the County of Napa met on Thursday May 2, 2019 at the American Canyon Library. Chair Halley Lauer called the meeting to order at 5:00 p.m. with the following commissioners present: Patricia Krueger, Scott Owens, Jr., Davina Rubin, Richard Pastcan M.D., Pastor José Díaz, Sarita Lopez, and teen representative Vanessa Chen. Excused Absence: Stephanie J. Allan

ADOPTION OF THE AGENDA ORDER:

Motion moved by Commissioner Lauer to accept the agenda order as presented, Commissioner Owens seconded the motion. Motion passed 7-0, with Halley Lauer, Scott Owens, Jr., Patricia Krueger, Davina Rubin, Richard Pastcan M.D., Pastor José Díaz, and Sarita Lopez voting yes.

APPROVAL OF THE MINUTES:

1. November 8, 2018 (Members Jean DeLuca, Scott Owens, Jr., Richard Pastcan M.D., Sarita Lopez, Halley Lauer and Vanessa Chen were present.)

Motion moved by Commissioner Lauer and seconded by Commissioner Pastcan to approve the minutes as amended. Motion passed 4-0 with Halley Lauer, Richard Pastcan M.D., Scott Owens, Jr., and Sarita Lopez voting yes. Patricia Krueger, Davina Rubin and Pastor José Díaz abstained.

2. January 10, 2019 (Members Patricia Krueger, Davina Rubin, Richard Pastcan M.D., Sarita Lopez, Halley Lauer, and Pastor José Díaz were present.)

Motion moved by Commissioner Lauer and seconded by Commissioner Pastcan to approve the minutes as amended. Motion passed 6-0 with Halley Lauer, Richard Pastcan M.D., Patricia Krueger, Davina Rubin, Pastor José Díaz, and Sarita Lopez voting yes. Scott Owens, Jr. abstained.

3. March 7, 2019 (Members Patricia Krueger, Scott Owens, Jr., Richard Pastcan M.D., Halley Lauer, and Davina Rubin were present.)

Motion moved by Commissioner Lauer and seconded by Commissioner Rubin to approve the minutes as amended. Motion passed 5-0 with Halley Lauer, Davina Rubin, Patricia Krueger, Richard Pastcan M.D., and Scott Owens, Jr. voting yes. Sarita Lopez and Pastor José Díaz abstained.

PUBLIC COMMENT: One (1) person spoke during public comment

OLD BUSINESS:

a. Section 29 update

1. The Director shared current statistics on the Capital Improvement plan, currently all four branches are in great shape, both esthetically and financially. The library fund reflects the following as of January 2019:
Summary:

<table>
<thead>
<tr>
<th></th>
<th>Fund Balance</th>
<th>Designation/CIP</th>
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</thead>
<tbody>
<tr>
<td>Current Library Fund Balance</td>
<td>$8,787,885.16</td>
<td></td>
</tr>
<tr>
<td>General Reserve (2 Months)</td>
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<td>-$1,387,545.34</td>
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<tr>
<td>Operational Designation (3 Months)</td>
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<td>-$2,081,324.01</td>
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<tr>
<td>Napa Main CP</td>
<td></td>
<td>-$1,603,789.01</td>
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<tr>
<td>American Canyon CP TBD (Furniture and Fixture Replacement)</td>
<td></td>
<td></td>
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<tr>
<td>Yountville CIP (Contribution from Napa County)</td>
<td></td>
<td>-$336,687.06</td>
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<tr>
<td>Remaining Fund Balance</td>
<td></td>
<td>$3,688,685.74</td>
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<tr>
<td>Calistoga Fund Balance</td>
<td>$520,527.63</td>
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<tr>
<td>Napa Main Current Replacement Value</td>
<td>$3,323,040</td>
<td>Recommended annual contribution to FE $233,075</td>
</tr>
<tr>
<td>Calistoga Current Replacement Value</td>
<td>$780,303</td>
<td>Currently 56% funded $1,531,868 recommended annual contribution</td>
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<tr>
<td>American Canyon Current Replacement Value</td>
<td>TBD</td>
<td></td>
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<tr>
<td>Yountville Current Replacement Value</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>Last years contribution to the Library fund balance</td>
<td>$1.7 milion</td>
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<tr>
<td>Estimated annual cost for new positions</td>
<td>$271,877</td>
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NEW BUSINESS:

a. Discussion and Possible Action on Community Meeting Room Policy

1. The Director explained the Community Meeting Room Application page by page, this application is provided to anyone renting the library meeting space.

PUBLIC COMMENT: One (1) person spoke during public comment

b. Library Director Report on various grants received for Napa Libraries

1. Assistant Director Anthony Halstead and Children’s Librarian Jennifer Knell, gave a PowerPoint presentation on the programs currently launching thanks to various grants.
• The Bike Branch, funded by The California State Library and a private donor, is an actual bike with books that will be making its way into the community. Napa Bike Coalition has helped with preparing the bike for the road. The purpose of the Bike Branch is to help expand community outreach to the broader Napa area - including possible special events in locations beyond the City of Napa.

• Mental Health Initiative, funded by the California State Library to educate staff working with those experiencing mental health challenges, so they can provide thoughtful, respectful services, build community connections, serve as a hub for mental health resources and information. This May the Napa Library will partner with Camille Creek Community School in launching a program designed to give the young adult students information and tools to help alleviate everyday stresses and contribute to their overall mental health.

• H2O Superheroes, funded by California Coastal Commission to educate Napa County residents about the importance of protecting our waterways. The Children’s Department has put together events from now through August, the events are family friendly and serve to educate and involve the community in serving and protecting the Napa waterways. You can sign up to become an H2O Superhero at: www.napalibrary.org/H2O

• Library Innovation Lab Grant, funded by Cal Humanities is a library-based public humanities program that will enable immigrants to express and share their experiences, stories, traditions, values, dreams, and hopes for the future. Family based programs with be offered such as: dance classes, paint night, family movie night, sugar skulls, Day of the Dead alter, and even a salsa contest!

• California State Library Literacy Services, funded by the California State Library to provide literacy services specifically in the English language. With supplemental funding family literacy services are provided, such as: Co funding for our Summer Library Adventure series, Citizenship (English), ESL, Positive parenting classes (Triple P), Material support for families and community.

PUBLIC COMMENT: One (1) person spoke during public comment

c. Presentation on American Canyon Library programs

1. Power Point presentation by Nicole Shields, Library Branches Supervisor and Derek Guidry, American Canyon Library Associate

American Canyon Library has grown with a total of seven employees, the current space has a community meeting room, allowing staff to offer more community programs and events such as: American Canyon Book Club, Youth Chess Club, Tech help, Video Game day, Lego Robotics, Movie Days, Saturday Crafternoons, Spanish Programming offering tech help, and Cultural crafts. American Canyon Library continues to provide Children’s programming such as preschool story-time, sensory story-time, bow wow for books, summer reading performances, and young adult (teen) crafts. Quarterly book sales from Friends of the Library help keep all of these programs up and running!

PUBLIC COMMENT: One (1) person spoke during public comment
LIBRARY DIRECTOR’S COMMENTS AND ANNOUNCEMENTS:

The Director commented on how proud she is of all of her staff at each branch, each team is filled with unique, talented individuals, which bring forward fantastic ideas and with such passion deliver them to the community.

Soon the Director will visit the cities and towns to share the wonderful news regarding the new library hours. Soon the library will recruit Librarians and library assistants.

LEGISLATION:

The library Director encourages everyone to write letters to Mike Thompson, asking to support funding for the Institute of Museum and Library Services.

COMMISSIONER COMMENTS:

Commissioner Díaz requested that the Bike Branch make an effort to appear at the upcoming Free Friday Market on May 24th.

Commissioner Lopez commented that she has been using the program Libby for audiobooks, and absolutely loves it.

Commissioner Krueger commented that the Dr. Seuss event was amazing. Donors were so lovely and gracious, the library had a great kickoff. She attended the Board of Supervisors meeting and shared the wonderful news regarding the new library hours. Commissioner Krueger stated that she was very pleased when three separate individuals approached her to express their excitement regarding the new library hours. Commission Krueger requests to update the hours of availability on the Community Meeting Room Application to reflect the new library hours.

Commission Rubin is very excited to share with individuals that the library will be open Sundays.

Commissioner Lauer shared her experience voting as a member of Art in the Library, she had so much fun. She feels very connected to the library and suggests creating a video montage of library events to show in the library.

Commissioner Owens requested that the commission incorporate a portion of the Section 29 discussion with any recommendations included.

AGENDA BUILDING:

- Vote for Vice Chair of Library Commission
- Update on the Summer Reading Program
- Vote for Teen Representative

SET DATE, TIME, AND PLACE OF NEXT MEETING:

The next Library Commission Meeting is Thursday July 11, 2019, at the Calistoga Library at 4:00 p.m.

ADJOURN:

Meeting adjourned at 7:08 p.m.
Betty Figueroa
Senior Office Assistant
<table>
<thead>
<tr>
<th></th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
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<tr>
<td>American Canyon visitation</td>
<td>4,222</td>
<td>5,073</td>
<td>4,247</td>
<td>4,700</td>
<td>3,598</td>
<td>3,950</td>
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<td>3,437</td>
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<td>Calistoga visitation</td>
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<td>1,912</td>
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<td>Yountville visitation</td>
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<td>46,116</td>
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<td>9,704</td>
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<td>Yountville circulation</td>
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<td>Pope Valley circulation</td>
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<td>147</td>
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<td>Total physical material circulation *</td>
<td>91,652</td>
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<td>84,795</td>
<td>89,449</td>
<td>81,087</td>
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<td>82,066</td>
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<td>80,437</td>
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<td>Library to Go (Overdrive)</td>
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<td>5,479</td>
<td>5,053</td>
<td>5,241</td>
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<td>Kanopy</td>
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<td>499</td>
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<td>Hoopla</td>
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<td>RB Digital (formerly Zinio - e-magazines)</td>
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<td>513</td>
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<td>937</td>
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<td>Total digital circulation</td>
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<td>9,334</td>
<td>9,788</td>
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<td>Discover &amp; Go</td>
<td>67</td>
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<td>Tutor.com **</td>
<td>54</td>
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<td>182</td>
<td>114</td>
<td>187</td>
<td>107</td>
<td>1,718</td>
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</tbody>
</table>

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

** Please note that Spring Break occurred in April, followed by state standardized tests in most schools.
Student Library Commission Member Application

Name

Address

Phone

Email Address

Name of School Attending  Napa Valley Independent Studies

Grade  Dual-Enrolled  11th grade  (2019-2020)

Applicant’s Signature

Parent’s/Guardian’s Signature

Code # 001

For official use only
Student Library Commission Member Application

Name of School Attending: Napa Valley Independent Studies  Grade: 11th

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

The reason I am interested in being a part of the Library Commission is that I love libraries. Since I was young, my parents have been taking me to the library. I have greatly enjoyed the programs and presenters at the library. In being a part of the library commission, I will be more involved with all things that happen at the library.

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

My goals are to continue my volunteerism at the St. Helena Library. I will also continue my NGO work. I founded Northern California Allergy Asthma Advocates, Christopher’s Little Free Rolling Library, Napa County Kids Core and Napa County Robotics. My dream college is Harvey Mudd College and I would like to study Mechanical Engineering.

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

I have lots of experiences with NGO and non-profit work. I have been volunteering at the St. Helena Library for the past 6 years.

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

Libraries will evolve into a new type of space that continues to promote literacy and reading. A large community space with speakers and 3D printers for the community to use.

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

No, I would just like help the library in any way we can.

Please include a letter of reference.
May 29, 2019

It is my pleasure to provide a reference for . I first met in 2014. My son has a peanut allergy and was the founder the Northern California Allergy & Asthma Advocates. I was impressed with advocacy work, especially for a nine-year old! mentored my son who was a toddler at the time. He trained my husband and I the correct procedure to administer an Epi Pen.

My son stays in contact with and idolizes him. With great reason. In 2015 created a Free Rolling Library. We saw at all the community events handing out books. He also distributed books to victims of the recent fires and continues to distribute donated books to people of all ages, including Napa’s homeless population.

Additionally, was a student in my Personal Finance college class in the Summer of 2017 (BUSI 297-71092). He was 13 and the youngest student to ever enroll at Napa Valley College. was on time with his assignments and distinguished himself in my course by being very engaged in discussions. is an articulate, polite, informed, and a motivated young man. He performed at college level and received an A in the class. In addition, became a provisional member of the college honor society, Phi Theta Kappa.

My family has reconnected with through his work with OtterBots FRC Team 7667. It is no surprise he was the recipient of the Young Man of the Year award in 2018!

would be a tremendous student in your program and has my highest recommendation. If you have any further questions with regard to his background or qualifications, please do not hesitate to call or email me.

Best,

Claudette Shatto
Business & Entrepreneurship
Program Coordinator & Instructor
Napa Valley College
Direct (707) 339-8810
Email: cshatto@napavalley.edu

2277 Napa Valley Highway, Napa, CA 94558
www.napavalley.edu
Student Library Commission Member Application

Name ____________________________________________

Address ____________________________________________

Phone ____________________________________________

Email Address ____________________________________________

Name of School Attending  Vintage High School

Grade 10

Applicant’s Signature ____________________________________________

Parent’s/Guardian’s Signature ____________________________________________

Code # 002

For official use only
Student Library Commission Member Application

Name of School Attending: Vintage High School
Grade: 10

Why do you want to be a Library Commission student representative?
It's fun learning about the different things taking place at the different library branches. In the last two years, I've learned about so many new programs that I didn't even know existed.

Future Goals: (Including Community Service, Leadership, College and Career)
I hope to pursue a major in the STEM field. Science fascinates me and I also love math. I hope to get accepted into UC Berkeley or Stanford.

Information you believe would uniquely qualify you for service on the Commission; e.g., school activities, service to community, etc.
I have served on the commission for the past two years. I have also volunteered at the Napa Library since 6th grade and attend teen advisory board meetings. I also assist Kelli, Mary Jo, and Mindy with programs.

What do you see as the role of libraries in the future?
Libraries have been incorporating more digital media and I believe that it will become more like a community center where many people attend a variety of programs, similar to libraries today on a larger scale.

Is this part of a special project or community service? If so, please describe.
No, I am interested in learning more about what happens behind the scenes and it would be fun to learn new things.

Please include a letter of reference.
Dear Selection Committee,

It is my pleasure to recommend [Name] for the teen representative on the Napa County Library Commission. I have known [Name] for six years both in and outside of school. She is consistently self-motivated and leads by example especially when it comes to giving back to her community. She has been volunteering at the Napa Library since 2014 and with the Napa Youth Stewardship Council since 2016. She has a respectful and unobtrusive way about her. She steps up to help in times of needs, and encourages people around her to do more and be better. I have no doubt that she will be an asset to your organization.

Sincerely,

Cristina Mateescu

2040 Funny Cide, Apt 301
Napa, CA 94559
(312) 714-5632

May 31, 2019