

NAPA COUNTY LIBRARY COMMISSION MINUTES

January 14, 2021

Draft Summary of Proceedings

Prior to roll call, I would like to make clear for the record of this meeting, and it should be reflected in the minutes, that at least a portion of this Napa County Library Commission meeting is conducted pursuant to California Government Code Section 54953 and Governor's Executive Order N-25-20, in that Halley Lauer, Stephanie J. Allan, Sarita Lopez, Scott Owens, Jr., Kate W. Graham, Myrna David, Evy Warshawski and David Steele are participating by videoconference.

[All votes will be done by roll call]

CALL TO ORDER; ROLL CALL

The Library Commission of the County of Napa met on Thursday January 14, 2021 at the Napa Library. The meeting was called to order at 5:05 p.m. with the following commissioners present: Halley Lauer, Sarita Lopez, David Steele, Stephanie J. Allan, Scott Owens, Jr., and Kate W. Graham. Excused absence: Davina Rubin. Absent: Ashley Taylor Almond and teen representative Christopher Olivier.

ADOPTION OF THE AGENDA ORDER:

Motion moved by Commissioner Lauer to accept the agenda order as presented, motion passed 6-0, with Halley Lauer, Sarita Lopez, David Steele, Stephanie J. Allan, Scott Owens, Jr., and Kate W. Graham voting yes.

APPROVAL OF THE MINUTES:

1. Thursday November 12, 2020 (Members Sarita Lopez, Stephanie J. Allan, Scott Owens, Jr., Halley Lauer, Ashley Taylor Almond, and Kate W. Graham were present.)

Motion moved by Commissioner Owens and seconded by Commissioner Lopez to approve the minutes as amended. Motion passed 6-0, with Halley Lauer, Sarita Lopez, David Steele, Stephanie J. Allan, Scott Owens, Jr., and Kate W. Graham. voting yes.

PUBLIC COMMENT: none

OLD BUSINESS:

- a. Update on Adhoc Committee to Address Napa Library to Create Privacy Guidelines When Considering Third Party Vendors

The adhoc met and reviewed the current vendor privacy policies. Going forward the library will make the privacy guidelines available to the public. The library will put into place a review of all future vendors to insure the protection of patron personal data.

NEW BUSINESS:

- a. Presentation on Branch Services Overview by Librarian Nicole Shields

Librarian Nicole Shields presented a few updates regarding the branch locations. Throughout the pandemic, although services are limited, patrons have continued to make use of the services such as; American Canyon averaged 290 curbside monthly pickups. Coffee and book talk has continued to meet virtually. Calistoga library is being considered as a pilot location; so far, there have been talks and plans on providing resiliency seed kits for patrons, they are hoping to launch the project.

b. Election for Vice Chairman for the Napa County Library Commission

Motion moved by commissioner Lauer and seconded by Commissioner Owens to nominate Commissioner Stephanie J. Allan as vice chair to the Napa County Library Commission. Motion passed 6-0, with Halley Lauer, Sarita Lopez, David Steele, Stephanie J. Allan, Scott Owens, Jr., and Kate W. Graham voting yes.

LIBRARY DIRECTOR'S COMMENTS AND ANNOUNCEMENTS:

The Library Director commented that in the past year, the goal of the library has been to provide patrons with the most service possible.

Library staff has been working on handling COVID-19 chat and hotline services. The current goal is to fully support vaccination efforts.

LEGISLATION:

Please write to your legislators to help support state and federal legislation to provide equitable broadband and hotspot services at the Napa Library.

COMMISSIONER COMMENTS:

Commissioner Steele commented that he is very impressed with everything Anthony and the library is doing to support the public.

Commissioner Lauer commented that the library has done an excellent job in delivering information to the community, especially now that the vaccination efforts are critical.

Commissioner Owens commented that the library has continued to be an excellent information source to the public.

AGENDA BUILDING:

- 1) **Book Mobile, Advertising, Library of Things, Tool Library**

SET DATE, TIME, AND PLACE OF NEXT MEETING:

**Thursday March 4, 2020
Napa Library 5:00 p.m.
580 Coombs Street Napa CA 94559**

ADJOURN:

Meeting adjourned at 6:25 p.m.

Betty Figueroa

Senior Office Assistant