



Yolo County Library Advisory Board

Meeting Minutes

Meeting Location:

Mary L. Stephens Davis Branch Library

315 East 14th Street, Davis, CA 95616

Wednesday, August 14, 2019

6:30 – 8:30 p.m.

CALL TO ORDER: 6:30 PM

1. INTRODUCTIONS AND ROLL CALL

Present:

- Stephanie Chavez, District 1
- Diane Adams, District 3
- Holly Bishop, District 4
- Sharon Hallberg, Chair, City of Davis
- Mark Fink, County Librarian & Chief Archivist
- Sharon Tani, Assistant County Librarian

Absent:

- Anthony Wright, District 2
- Rosie Ledesma, District 5
- Margaret Bailey, City of Winters

Vacant Seat:

- City of West Sacramento

2. PUBLIC COMMENT:

- None.

3. APPROVAL OF LIBRARY ADVISORY BOARD MINUTES FROM JUNE 12, 2019

- The minutes will be approved at the next meeting when the Board has a quorum.

4. SPECIAL PRESENTATION

a. Meet new staff:

Four new Library employees were present at the meeting and were introduced to the Board.

- i. RosaLea Dodson, Account Clerk II, Shipley Walters Center for Yolo County Archives & Library Services. RosaLea started at Central Services on June 24, 2019, as our new half-time Account Clerk II. She will be working with the Business Services Manager and Office Support Specialist in the areas of payroll, accounts payable, cash receipts, purchasing, grant management, CalCard management, Friends invoicing, journal entries, and account reconciliations. RosaLea has previously worked in Finance at the Paradise Pines Property Owners' Association in Magalia, as well as the Colusa County Sheriff's Office. RosaLea also comes to us with library experience, serving as a Circulation Desk Associate for approximately five years at the National Park College Library in Hot Springs, Arkansas.
- ii. Taylor Cecil, Youth Services Librarian, Arthur F. Turner Community Library. Taylor has worked as an Extra Help Librarian at the Mary L. Stephens Davis Branch Library since September 2018. She joined the team as a full-time Librarian II in April 2019, working as our Youth Services Librarian at the Arthur F. Turner Community Library in West Sacramento. Some of her duties will include developing and overseeing programs for children and teens, doing extensive community outreach; and working with other County agencies and organizations on behalf of the Library. Taylor has previously worked as a Collections Specialist Intern at the Computer History Museum in Mountain View and a Librarian II with San Jose Public Library. Taylor also has previous experience interning for archives facilities in Northern California, including Yolo County Archives, Solano County Archives, Napa County Historical Library and Sacramento State University.
- iii. Cecilia Gonzales, Office Support Specialist, Shipley Walters Center for Yolo County Archives and Library Services. Cecilia has joined our team as a full-time Office Support Specialist at Central Services in Woodland. Cecilia will be responsible for greeting customers, assisting with clerical payroll, accounting and human resources functions, and other clerical duties as assigned. Her previous experience includes customer service and clerical experience working for Yolo County's Agriculture Department as an Administrative Clerk II for several years. In addition, Cecilia has worked as a Transfer Coordinator for Metal Sales Manufacturing in Woodland, and as a temporary administrative support clerk for Kelly Services in Sacramento.
- iv. Eddie Vera, Library Assistant, Arthur F. Turner Community Library. Eddie has been an Extra Help Page and Library Assistant with Yolo County Library since 2014 and has moved into the role of part-time Library Assistant at the Arthur F. Turner Community Library in West Sacramento since April 2019. In his previous experience, Eddie worked as a Library Aide at

the Dixon Public Library. Eddie is pursuing an Associate's degree at Sacramento City College.

b. Presentation by Cristina Ruiz

Clarksburg Branch Library Supervisor Cristina Ruiz presented to the Board a visual update of the building renovations which were made possible by a grant from the California State Library, entitled "Maximizing Learning Spaces or How to MacGyver Your Library," plus supplemental funding and coordination from the Friends of the Clarksburg Library. She originally presented these successful outcomes at the grant program's showcase event in August in Thousand Oaks, CA. Her presentation included a needs assessment of the library space which informed the grant proposal, the process of working with the program coordinator and designated interior designer, before and after photos, outcome measurements and community survey results. She also acknowledged the generous contributions and support received by her Friends group, the State Library, and Library Supervisors.

5. COUNTY LIBRARIAN'S REPORT

a. FY 2018-19 and FY 2019-20 Goals, Status Update:

- i. The Library has made some notable gains in 2019 as a result of eliminating late fees for patrons under 18 years old. For the first six months of 2019, the Library registered 1,519 children and young adults for new library cards, a 55% increase compared to the same period last year. During that same time period, the Library experienced an 18% increase in the number of items borrowed by children and young adults compared to the same period in 2018. Also, the number of adults registering for library accounts increased by almost 7% and homebound patrons borrowed 36% more items for first six months of 2019 compared to the same period last year.
- ii. Mark Fink stated that the Library has seen an increase in visits to the library website and is averaging 20,000 views per month. Feedback about the website has been positive and the library team has now added new features, such as the ability to sign up for a library card and pay overdue fines online.

b. Facilities

- i. Clarksburg Branch Library: A reception for the newly remodeled space was held at the library on Saturday, August 17, 2019 at 10 a.m.
- ii. Archives/Central Services: A ceremony for the newly remodeled Yolo County Archives and Building Dedication will be held on Friday, September 27, 2019 from 10 a.m. - noon. Central

Services is now named the Shipley Walters Center for Yolo County Archives and Library Services.

- iii. Winters Community Library: A reception for the new Teaching Garden will be held at the library on Saturday, October 12, 2019 from 1-5 p.m.
 - iv. Arthur F. Turner Community Library: A 10th Anniversary celebration will be held at the library on Thursday, November 7, 2019 from 5-7 p.m.
 - v. Winters Community Library: A 10th Anniversary celebration will be held at the library on Thursday, November 14, 2018 from 5-7 p.m.
 - vi. Esparto Regional Library: A 20th Anniversary celebration will be held at the library on Thursday, December 5, 2019 from 5-7 p.m.
 - vii. Yolo Branch Library: Projected costs for the new building is higher than the original 4.5 million estimate. The planning team is reviewing the construction plans and looking for ways to reduce expenses. The Historic Memories Subcommittee will also visit the old building to see if any architectural elements can be retained for the new building. Surplus items are also being identified and potentially offered for sale to community members. Following these steps, the old building will be scheduled for demolition, if no other bidders come forward.
 - viii. Davis Education and Community Center: An update regarding this potential building development: The architect has conducted focus group interviews with the community, school, and library in order to inform his conceptual designs. The most significant request from city residents and staff were for more community meeting spaces and the biggest concern from the library was funding issues and staffing capacity for a new library branch.
- c. Human Resources and Operations
- i. Vacant - Library Associate, Mary L. Stephens Davis Branch Library
 - ii. Vacant – Early Learning Coordinator/Librarian, Mary L. Stephens Davis Branch Library
 - iii. Vacant – Library Associate, Shipley Walters Center for Yolo County Archives and Library Services
 - iv. Hired – Account Clerk (part-time), Shipley Walters Center for Yolo County Archives and Library Services: RoseLea Dodson

- v. Hired – Outreach Specialist, Yolo Reads, Shipley Walters Center for Yolo County Archives and Library Services: Nancy Pacheco
- vi. Hiring in Progress – Outreach and Programming Librarian, Mary L. Stephens Davis Branch Library

6. YOLO COUNTY LIBRARY FOUNDATION REPORT

- a. The Library Foundation held their Annual Meeting recently. They have two members whose terms have ended and they will be going off of the Board. The Foundation will be looking for representatives from West Sacramento and Winters. They are also exploring the idea of hosting another author event since their Foundation Launch Celebration with James and Deborah Fallows was a big success.

7. OLD BUSINESS

- a. Strategic Planning – Yolo County Library
 - i. Staff Input: Library teams conducted strategic planning activities during Staff Day on July 15, 2019. Thank you to Margaret Bailey, Sharon Hallberg, and Anthony Wright for participating as group facilitators throughout the process. Key outcomes included a desired focus on outreach outside of the library and creating more awareness of library services and programs.
 - ii. Public Survey: The Library Leadership team is currently working on finalizing questions, preparing the survey online and getting the content translated into languages other than English. The survey will be launched to the public in late September.

8. NEW BUSINESS

- a. The Library received a complaint from a parent who was concerned about the layout of the children’s room in the Davis Library that enabled her 4-year old to be exposed to older children playing a first-person shooter online game. She wanted to filter computer content and move computers out of the area. Mark Fink responded that the Library does not support filtering, in accordance with the American Library Association’s Bill of Rights that uphold intellectual freedom, but did view the parent’s concerns as an opportunity to review our current practices and children’s room spaces. Computers continue to be very popular and well used, and removing them wouldn’t make sense, but limiting use to 30 minute sessions was feasible. Ordering and installing privacy screens would also reduce the ability for passersby to casually see computer content. The Davis Library Team also updated the Internet Safety brochure to include child-friendly gaming sites and has posted these next to the children’s room computers.

Also, the team relocated resources like board books and lounge chairs away from the computers and replaced them with resources more appropriate for older children to alleviate conflict and competition between these areas.

To aid in the discussion, Sharon Hallberg provided the Board with an article from today's edition of *USA Today*, entitled "Shootings revive worries about video-game violence; Despite lack of a link, parents should use common sense," which reported that violent video games do not cause minors to act aggressively. The Board was glad to hear about the Library's responsiveness to the patron's concerns and agreed with the solutions implemented.

9. LIBRARY ADVISORY BOARD MEMBER REPORTS

- a. Sharon Hallberg brought flyers for the Classic Car and Truck Show in Yolo which is being held on Saturday, August 24, 2019 from 10 a.m. - 3 p.m. The event is called "Cruisin' Into the Next Chapter" and will be bigger than last year and include more activities. She also shared with the Board a report from the EveryLibrary Institute on "The Impact of Literacy and Library Services on Crime Rates and Public Safety," which outlined how public and school libraries positively impact reading and higher literacy levels which help reduce crime and incarceration within communities.
- b. Holly Bishop brought an article entitled, "Where Libraries are the Tourist Attraction" from the August 10, 2019 issue of the *New York Times* that featured photos of library attractions and innovations around the world. She also reported that the Friends of the Davis Public Library have recently brought in \$749 for new memberships, \$8,621.42 from book sales and \$10,242.25 from their Logos Bookstore.
- c. Stephanie Chavez reminded the Board that the Wines of Clarksburg event will be happening on September 15, 2019. Attendees can buy tickets through Eventbrite. She also announced that State Librarian Greg Lucas will be presenting at their annual membership dinner on October 10, 2019 at the Bright Café in West Sacramento. She will send out information about where to buy tickets when they become available. A fundraiser with Devil May Care Ice Cream is also coming up.
- d. Diane Adams reported that she met with Supervisor Gary Sandy in July and gave him an update about the Strategic Planning process. She said he was impressed and that she will invite him to our next October meeting. She also attended the Yolo County Friends of the Archives meeting last week and reported that their group will provide food for the Building Dedication event in September. Her update regarding Woodland Public Library included their work in hiring a new Children's Librarian and working on filling vacancies for their Board of Trustees. Also, she suggested that Library Advisory Board meetings be scheduled earlier in the day at 5:30 PM or 6

PM so Board Members and library staff who attend the meetings won't have such a long work day in order to participate. The Board will include this on the next agenda.

10. BOARD OF SUPERVISORS REPRESENTATIVES: Opportunities to comment

11. ACTION ITEMS

12. ADJOURNMENT

The meeting was adjourned at 7:56 PM.

Next Library Advisory Board meeting:
Wednesday, October 9th at 6:30 p.m.
Woodland Public Library
Leake Conference Room
250 1st Street
Woodland, CA 95695