

**Library Advisory Board**

**Meeting Minutes**

**Meeting Location:**

Wednesday, October 12, 2022

Virtual Meeting via Zoom

**Call to Order: 6:02 PM**

**Attendance and Introductions:**

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| * Aria Berliner, District 1
* Anthony Wright, District 2
* Diane Adams, District 3
* Holly Bishop, District 4
* Kristin Peacock, City of West Sacramento
* **Absent:** Sharon Hallberg, City of Davis; Jeff TenPas, City of Winters
 | * Melinda Cervantes, Interim County Librarian & Chief Archivist
* Jill Perez, Assistant County Administrator
* Scott Love, Library Regional Manager
 |

* Vacancies: District 5

**Land Acknowledgement:**

We acknowledge that we are on the traditional territory and homelands of the Yocha Dehe Wintun Nation. For more information, visit: <https://yochadehe.org>

**Welcome:**

Welcome Melinda Cervantes, Interim County Librarian

Melinda has extensive experience overseeing the work of public libraries in several states, including serving as the Library Director of the Santa Clara County Library District and most recently, the Contra Costa County Library. She has served on the Board of Directors of the Public Library Association, as a Delegate on the OCLC Global Council, and as Chair of the Urban Libraries Council.

Aria Berliner introduced herself, and then left the meeting due to illness.

1. **Public Comment**: None
2. **ACTION ITEM:** Vote to authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that, local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic. Anthony Wright moved, Diane Adams(?) seconded. Motion Passed
3. **ACTION ITEM:** **Review and vote to approve the minutes from August 10, 2022** ?? moved, seconded by Anthony Wright. Motion Passed
4. **Interim County Librarian’s Report**
	1. Facilities
		1. Yolo Branch Library update
			1. Public art – outdoor mural is almost completed. The community paint days occurred on September 23rd and 24th with local residents. It looks great!
			2. Second mural (interior) will be installed in late October.
			3. Friends of the Yolo Library was given a tour of the building.
			4. Broward is still in possession of the building.
				1. They are working on resolving the items on the punch list.
				2. Second punch list walkthrough scheduled for either October 6th or 7th.
				3. Landscaping has begun
				4. Furniture and shelving will be delivered and installed during the second week in November.
				5. Grand opening ceremony has been scheduled for Saturday, December 17th at 11 a.m.
			5. Library was awarded a grant from the State Library, about $200,000 of the award will be used to complete construction
		2. South Davis Library update
			1. No update
		3. Stephens Davis Branch Maker Space update
			1. Two bids received
			2. Waiting on General Services to select a contractor and to schedule the work.
			3. Furniture has been selected
		4. Knights Landing Branch Library sign update
			1. New sign has been installed
		5. Shipley Walters Center roof update
			1. General Services and County Counsel are reviewing the warranty provided by the roof contractor to see if the current leaks are covered
			2. General Services has budgeted funding for roof repairs to be done in stages.
				1. The first priority will be to remove the roof hatch and seal the area to prevent further leaks.
				2. The second priority will be to patch the leaking section of the roof over the Archives.
				3. The third priority is to repair the roof over the conference room, offices and lobby area
		6. Winters Community Library
			1. Staff are making plans to replace the service desk and the built-in computer table. Scott reports that they are still awaiting quotes on the furnishings and demolition of the current desks.
			2. Library staff are working with vendor MTA to select designs for a new service desk and new modular computer tables.
			3. We are waiting on a quote from General Services for the demolition of the service desk and the computer tables.
	2. Major Grant Opportunities
		1. Library Infrastructure Bill – Funding opportunity with the California State Library
			1. Application for the Yolo Branch Library in the amount of $1.5 million filed.
				1. Yolo County received a grant award. Since the construction of the new library is almost finished, the County will not be able to use the entire award. We estimate that up to $160K will be available from the State Library for this project. The remainder of the gap funding will be covered by ARP grant funding from the County (approximately $1.4M).
			2. Application for the new South Davis Library in the amount of $8.8 million
				1. Yolo County did not receive a grant award for this round. The County’s application will automatically be considered for Round Two of the grant cycle. No date has been provided for the announcements of the Round Two grant awards
	3. County Librarian Recruitment Update
		* 1. Interviews will be conducted in November and December
			2. The Board of Supervisors will make the final appointment
	4. Publicity
		1. [Yolo County Invites Residents to Attend Free Events to Honor Veterans, Learn About WWI History and the Origins of the Tomb of the Unknown Soldier](https://www.yolocounty.org/Home/Components/News/News/13103/4918)
		2. [Classic Car and Truck Show Returns August 27 to Yolo County](https://www.yolocounty.org/Home/Components/News/News/13079/4918)
		3. [Yolo Classic Car and Truck Show Announces Winners](https://www.yolocounty.org/Home/Components/News/News/13095/4918)
		4. [Yolo County Announces Places to Cool Down During Excessive Heat Wave](https://www.yolocounty.org/Home/Components/News/News/13087/4918)
		5. [Yolo County Library Adopts Patron Point](https://www.yolocounty.org/Home/Components/News/News/13069/4918?npage=2)
5. **Yolo County Library Foundation Report**
	1. Strategic Planning Process
	2. Recruitment of new Board members underway – discussion about who from the LAB would be willing to serve a term. LAB needs more information before committing.
6. **Old Business**
	1. Hosting a LAB, Friends and Foundation Forum
		1. The Forum has been postponed. Report from Diane, Holly, Kristen and Sharon
7. **New Business**
	1. Recruitment for the new County Librarian (Melinda Cervantes/Jill Perez)
		1. Recruitment is open and continuous – this allows for more flexibility as more applications may come in
		2. HR will pull all applications received by October 14 for the purposes of reviewing
		3. Currently there are 9 applicants that meet the minimum qualifications
		4. Hope for interviews beginning by early November
8. **Library Advisory Board Member Reports**
	1. Anthony Wright – reported on the nice party held for Mark Fink on October 7, Bishop and Wright attended as did three BOS members. Many nice comments made by attendees.
	2. Diane Adams – Working on an event for Heather/Archives, who is going on maternity leave.
	3. Kristin Peacock – Friends has a book sale, annual dinner will be in November
	4. Holly Bishop – Davis Friends had three monthly weekend and made $7,488. Logos Book Store’s general manager is retiring, and the Friends are recruiting a replacement. Attended the Davis 2x2 meeting
9. County and City Officials/Staff Reports and Comments
	1. Dana Christy is the Acting Assistant County Librarian
	2. Board members thanked Melinda for helping us in this interim basis
10. Action Items

Adjourned: 6:41 pm

Next Meeting:
Wednesday, December 14, 2022 at 6 p.m.
Format to be determined