



## Library Advisory Board Meeting Minutes

### Meeting Location:

Wednesday, April 6, 2022

6:00 – 8:30 P.M.

Virtual Meeting via Zoom

### Call to Order: 6:05 PM

#### 1. Introductions and Roll Call of Library Advisory Board members

##### Present:

- Anthony Wright, District 2
- Diane Adams, District 3
- Holly Bishop, District 4
- Rosie Ledesma, District 5
- Sharon Hallberg, Chair, City of Davis
- Kristin Peacock, City of West Sacramento
- Jeff TenPas, City of Winters
- Mark Fink, County Librarian & Chief Archivist
- Sharon Tani, Assistant County Librarian
- Carol Strunk, Assistant Deputy for Supervisor Oscar Villegas, District 1
- Elizabeth Gray, Central Services Manager

**Absent:** District 1 (vacant)

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

**3. Public Comment:** None.

**4. Action Item:** Approval of Library Advisory Board Meeting Minutes from February 9, 2022  
Anthony Wright moved. Rosie Ledesma seconded. Motion passed.

**5. 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. Holly Bishop seconded. Motion passed.

## **6. Presentation on Collection Development Policy and Request for Reconsideration Procedure** **Elizabeth Gray, Central Services Manager**

- Central Services Manager Elizabeth Gray presented the Library’s Collection Development Policy that includes affirmation of the American Library Association’s Freedom to Read and Freedom to View Statements and the Library Bill of Rights. The policy and procedures provide guidance for selecting materials and demonstrate an intent to cultivate a wide range of perspectives in the library collection.
- Elizabeth also discussed the Library’s guidelines for addressing a book challenge: Once a concern is expressed by a library user, library supervisors or managers are trained to have a conversation with the individual about our collection development objectives and invite them to suggest titles the Library could add to the collection to make it more robust. The Library prefers an additive and inclusive approach to enhance its collection.
- If the objection to a library item continues, staff provide the individual with a Request for Reconsideration form. A review by the Collection Development Librarian and Assistant County Librarian is conducted and a formal response is provided to the individual, who can choose to appeal a decision. At that point, a panel of library staff, community members, and subject matter experts can be assembled for further review. The panel will make a recommendation to the County Librarian. A final decision is determined by the County Librarian and the individual receives a formal response.
- Jeff TenPas supported the Library Bill of Rights but had concerns about the wording of questions on the Request for Reconsideration form:
  - Question 1 asks, “How was this item brought to your attention” and wondered about its relevance.
  - Question 2 asks, “Did you read the entire item?” and Jeff thought that it implied that the Library may discount the objection or not seriously consider a review if the individual didn’t indicate that they had read the material in its entirety.
  - Question 5 asks if there are any positive aspects to the material, and Jeff noted that a respondent may believe that this question creates the impression that the Library is not open to hearing negative comments.
  - Question 6, Jeff suggested, could be rephrased to read, “Would you recommend this item for a limited age group,” instead of “Would you like to limit this item for a specific age group?”

- Kristin Peacock offered that she is looking for a sense of balance and suggested that a disclaimer such as “your response will not negatively influence your request” if the individual indicates that they have not read, seen, or heard the full book or other material.
- Elizabeth Gray mentioned that the questions were intended to draw out details regarding the concern and to get complete information for the Library to review. She liked the rephrasing of “would you like to limit for specific age group” and said she will raise this question with staff.
- Anthony Wright inquired about past challenges. Elizabeth Gray recalled that in the past 7 years, the Library received 3 challenges. All three cases resulted in a decision to keep the challenged book in the collection and none of the decisions were appealed. Anthony responded that if the form has been used for a long time, and if the Library doesn’t typically receive a lot of challenges, then the process “ain’t broken, so don’t fix it” and that it’s a good, solid process that may not need revising. He said that the questions seem fair to ask, help gauge background information behind the challenge, and that objections can come from all perspectives. He said he is more interested in how libraries who aren’t facing a lot of challenges can support fellow libraries where there are increasing challenges, which is a nationwide trend. He also mentioned that it’s noteworthy that Yolo County with such diverse opinions has not received a lot of challenges historically.
- Diane Adams said that if previous decisions weren’t appealed, then she agrees with Anthony that we have a good process and to keep it as is.
- Sharon Hallberg said she has served on both County and School book challenge committees and made the point that materials withheld from children’s collections could easily be found and viewed by the same children in the adult section of the Library. In regard to the current trend, she referenced the letter from Patty Wong, this year’s American Library Association President which included a statistic about more requests for reconsiderations occurring in 2021 than all the years since the organization began tracking challenges.
- Mark Fink said that the Advisory Board could make a motion to affirm the Library Advisory Board’s position which would be recorded in the minutes. He also said a motion to change the form could be made, too, and that staff would proceed to take further action. In conclusion, Mark Fink said Library staff will review the form and if changes are recommended, he will bring them back to the Board at the next meeting. This motion was made later in the meeting.

## **7. County Librarian’s Report**

### **a) Library Service updates – COVID-19 response**

- Yolo County Public Health updated their guidelines and recommended that groups be allowed to meet in person, starting April 1<sup>st</sup>. The Library is planning to conduct less virtual programming and restart some in-person activities, especially popular programs for children and families.

- Community groups will be able to reserve Library meeting rooms starting on May 2nd at most branches (there will be a delay at the Arthur F. Turner Community Library due to ongoing facility upgrades). Study rooms will be able to be reserved again with social distancing protocols. The Library will continue to offer special hours for those who prefer or need to wear face coverings, so people will have many ways that they can access the Library.
- Esparto Regional Library will be closed from April 6th-14th due to water damage and mold removal. The Marguerite Montgomery Branch will be reopening on May 3rd. The Yolo Branch Library modular building was removed as part of the ongoing building construction process and the Library temporarily moved to Cache Creek High School on April 5<sup>th</sup> to provide library services from this location. Sharon Hallberg asked about Knights Landing improvements and Mark replied that upgrades were completed, the interior is all new and two exterior signs are also being replaced.
- The Library is continuing to expand hours and hire more extra help to staff the branches, but it's a gradual process. Pre-COVID-19, the Library had 140 total permanent and Extra Help staff and are at 75 total staff now. Recruitments are ongoing.

#### **b) Yolo County Library's Strategic Priorities**

- Mark Fink asked Sharon Tani to meet with staff to discuss and prioritize their Strategic Goals for next fiscal year. These priorities will be included in the County's FY 2022-23 Recommended Budget document.

#### **c) Facilities**

- Yolo Branch Library update
- South Davis Library update

An update will be provided at the next meeting.

#### **d) Major Grant Opportunities**

- **California State Library Infrastructure Bill**
  - Application for the Yolo Branch Library in the amount of \$1.5 million filed on March 21, 2022
  - Application for the new South Davis Library in the amount of \$8.8 million to be filed on March 21, 2022
  - Grant awards will be announced by the State Library in the Summer/Fall.
- **California Museum Grant Program**
  - Yolo County Historical Collection and the Gibson House are submitting a joint application for up to \$500,000 on March 11, 2022.

- The plan is to have historical collection items photographed and entered into the digital asset management system so that more outreach is conducted and more kits are created to promote access to the collection. Half of the funds would be used for the collection and outreach. The remainder would be used for facility upgrades to the Gibson House. The grant application results should come in around November.
- Also, the Library opened bids for a bookmobile vehicle and requested a half-time Library assistant to do mobile library outreach in next year's budget.
- There are ARP mini-grants available in each Supervisorial District. The Yolo County Library Foundation submitted an application to purchase more WiFi hotspots in each District, for a total of \$50,000. Grant awards are expected to be announced in May/June.

#### **e) Publicity**

- *Winters Community Library Hosts Series of Events on Wildflowers and Pollinators*
- *Yolo County Library Teams Up with Local School Districts to Enhance Reading and Literacy Through eBooks and eAudiobooks*
- *Yolo County Library, YoloWorks! and Starbucks Team Up to Offer Online Employment Search Assistance*
- *Celebrate Día de los Niños/Día de los Libros With Yolo County Library*
- *Davis Library Parcel Tax Exemption Deadline June 1, 2022*
  - Mark Fink reviewed recent press releases and the many Library activities listed above, including a proclamation by the Board of Supervisors for National Library week, Día de los Niños/Día de los Libros and Juneteenth activities.
  - Sharon Hallberg mentioned that she attended the Gibson House reception for Women's History Month. She said it nice to meet in person and that all the speakers were excellent. She enjoyed seeing the Library and UC Davis display tables and receiving sunflower giveaways. The event was well done.

#### **8. Yolo County Library Foundation Report**

- The Foundation is planning for Big Day of Giving. The Foundation is partnering with United Way in Yolo County to expand participation in Dolly Parton's Imagination Library from just the City of Woodland to the entire county. The Library will promote the program using existing United

Way materials and children can sign up to receive free books to build home libraries. The Foundation has given \$5,000 to help fund this service.

## **9. Old Business**

### **a) Action Item – The Yolo County Library Advisory Board votes to affirm:**

- The American Library Association’s Library Bill of Rights (Appendix A)
- The American Library Association’s Freedom to Read Statement (Appendix B)
- The American Library Association’s Freedom to View Statement (Appendix C)
- Yolo County Library’s Collection Development Criteria (Appendix D)
- Yolo County Library’s Request for Reconsideration Procedure (Appendix E)
  - Sharon Hallberg made a motion to have the Library Advisory Board affirm ALA’s Freedom to Read Statement, Freedom to View Statement, Library Bill of Rights, the Yolo County Library’s Collection Development Criteria and Yolo County Library’s Request for Reconsideration Procedure. Kristin Peacock seconded. Motion passed.

### **b) Hosting an online LAB, Friends and Foundation Forum**

- Diane Adams reported that the group has identified Susan Clark of Common Knowledge in San Rafael as a trainer with lots of library experience who could help coordinate the forum. She was part of the Disaster Emergency Preparedness training that Diane Adams, Elizabeth Gray and Sharon Tani completed last year.
- The Forum is planned as a half day event on a Saturday around November in the new Yolo Branch Library. Snacks and lunch will be provided. Invitations will be sent to the Advisory Board, Foundation, Friends groups, and possibly library staff. She is envisioning a “world café” setup with tables of Advisory Board members facilitating discussion and a rotating format. Topics could be suggested about shared concerns, challenges, successes, etc. The intention is to learn from each other and take away some good ideas, plus enjoy some informal, networking time.
- The consulting fee is \$3,500 and includes conference calls with facilitators, assistance with the design of a survey, planning the activities, the Forum activities, and a debrief discussion. Mark Fink liked the concept. Diane Adams and Holly Bishop asked for more workgroup members, and Sharon Hallberg and Kristin Peacock volunteered.
- Holly Bishop moved to ask Susan to facilitate with a budget of \$3,500 and a date in early November 2022. Diane Adams seconded. Motion passed.

## **10. New Business – none.**

## **11. Library Advisory Board Member Reports**

- **Holly Bishop** reported that the Davis Friends average \$2K every Friday from outdoor book sales. On May 1<sup>st</sup> the Friends are having an appreciation party for all Friends volunteers at Holly's house. Last weekend the Friends had a booth at the Sacramento Antiquarian Book Fair. Despite the cost and 60 hours of volunteer work, they were disappointed that not a lot of items were sold, though she said it was good to keep trying new things. She was glad to hear that Marguerite Montgomery was reopening and would like to suggest more books for the community, beyond just schoolkids. She also mentioned that when books were discarded, two full boxes went to Afghan refugee children in Sacramento.
- **Rosie Ledesma** shared photos of the new Yolo building, which showed where the modular building was removed and the siding and roofing of the new building were going up. She also shared views of the side, front and back side where the covered patio and artist's mural have been started. She said it's bigger than she expected and is excited by the progress. She joked that when she sees the progress, she wants to give the construction workers hugs. She thanked Mark Fink for getting the whole community involved. Sharon Hallberg asked about the brick campaign which ends in May 2022. Rosie said 144 bricks have been sold and they are anticipating more will come in right up to the deadline. The car show is scheduled for August 27<sup>th</sup> and they are sending out Save The Date promotions. Some organizations are donating funds to purchase new books and furnishings for the new building. She also announced that she will be stepping down from Advisory Board in the future to dedicate more time to other priorities but will still be involved with Friends of Yolo Library.
- **Kristin Peacock** reported that the West Sacramento Friends are focusing on applications for grants, Big Day of Giving, and renewing memberships during COVID-19. She is looking forward to the grant for \$1,000 for book giveaways and tabling at a community event coming up.
- **Anthony Wright** added appreciation for plans to expand hours at Library branches. He said people have been asking so he's glad to see progress. He thanked Holly for celebrating and showing appreciation for volunteers.

**12. County and City Officials/Staff Reports and Comments – none.**

**13. Action Items**

Next Meeting: Wednesday, June 8, 2022 at 6 p.m. Location to be determined.

Meeting adjourned at 7:40 pm.