



## **Library Advisory Board Meeting Minutes**

**Wednesday, December 14, 2022 at 6:00 p.m.  
Virtual Meeting via Zoom**

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

### **Library Advisory Board Roll Call and Introductions**

#### **Present:**

- District 2: Anthony Wright, Member
- District 3: Diane Adams, Member
- District 4: Holly Bishop, Vice Chair
- City of Davis: Sharon Hallberg, Chair
- City of West Sacramento: Kristin Peacock, Member
- City of Winters: Jeff TenPas, Member
- Melinda Cervantes, Interim County Librarian & Chief Archivist
- Dana Christy, Interim Assistant County Librarian
- Meredith Beales, Fiscal Administrative Officer (note-taker)

#### **Absent:**

- District 1: Aria Berliner, Member (absent)
- District 5: vacant

**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:**

Aria Berliner, Member representing District 1. Postponed to next meeting, as Aria was unable to attend.

**1. Public Comment:**

No public comment.

**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.**

Holly Bishop moved. Anthony Wright seconded. Motion passed.

**3. ACTION ITEM: Review and vote to approve the minutes from October 12, 2022.**

Diane Adams moved. Holly Bishop seconded. Motion passed.

**4. Interim County Librarian's Report**

a) Facilities

i) Yolo Branch Library update

- (1) Public art – both the indoor and outdoor murals are completed. It looks great!
- (2) Yolo County took possession of the building on Nov 1<sup>st</sup>.
  - (a) The FINAL Punchlist will be completed by the end of December.
  - (b) Landscaping is nearly complete. Irrigation is still not complete, so sod has not yet been installed.
  - (c) Furniture and shelving are installed. Books, materials, computers, and Friends items have all been moved into the building.
  - (d) Grand Opening ceremony has been scheduled for Saturday, December 17<sup>th</sup> at 11 a.m.
  - (e) Sharon mentioned that 2 flags will be presented at the grand opening. They will go on stands in the meeting room.

ii) Yolo Branch Library Grant Awarded

- (1) Yolo County was notified in September of the Intent to Award a Building Forward grant in the amount of \$641,722. The Board of Supervisors accepted and approved the grant on December 6, 2022.

iii) Mary L. Stephens Davis Branch

- (1) Makerspace: The contracted engineering firm is developing the technical drawings that will then be used by the County to go out to bid for a construction contractor.
- (2) Landscaping: Scott Love and Crista Cannariato met with *Tree Davis* and a professor at *UC Davis* to talk to them about refreshing the landscaping around the front (parking lot facing) and the street side of the building Professor Kiers intends to have students in her Winter semester class come up with designs for the potential enhancements as an assignment. No funding has been identified, though the Friends of the Davis Public Library may be interested.

- (3) EV Charging stations: The library is scheduled to get two charging stations added to the parking lot. General Services is awaiting an approval from the City of Davis Engineering, and then it will need to go to the DJUSD School Board, since that section of the property is owned by the school district.
- (4) Student Success Cards for DJUSD: Scott Love has reached out to the district, and the Superintendent is in favor of adding the program. Scott has sent an MOU that was used with Winters JUSD and some other requested information. Hope is that the program can be implemented for the 2023-24 school year.

iv) Knights Landing Branch Library sign update

- (1) Two old wooden signs were removed and replaced by a single sign on the corner that can be read from both sides.

v) 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.
  - (a) The first priority will be to remove the roof hatch and seal the area to prevent further leaks.
  - (b) The second priority will be to patch the leaking section of the roof over the Archives.
  - (c) The third priority is to repair the roof over the conference room, offices, and lobby area.
  - (d) Work will not be done until the spring.

vi) Winters Community Library

- (1) No updates on the potential replacement of the front desk and the public computer table.

b) Major Grant Opportunities

i) 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
  - (a) The County was notified of a grant award of \$641,722 by the California State Library on September 12, 2022. The County may use the grant for any eligible expenditures incurred on or after the date. The County may not be able to use the full amount of the grant due to being well into the construction of the facility at the time of the grant award. County staff recommended that the board adopt the resolution and take other actions to allow for the acceptance of the award noting that any amounts that cannot be used on the project will need to be returned to the California State Library
- (2) Application for the new South Davis Library in the amount of \$8.8 million

- (a) The County was notified of a grant award of \$8,783,400 million by the California State Library on October 11, 2022.
- (b) The grant requires a dollar-for-dollar match.
- (c) Certain categories of expenditures are ineligible for grant or match funding, including landscaping, furniture, shelving, computers, and the collection.
- (d) County staff will be presenting to the Board of Supervisors on 1/24/23, as they will need to vote to approve to accept grant funding and move forward with the project.
- (e) An ad hoc committee of county staff from the Library, CAO, Finance, and General Services departments have been working on construction cost estimates, construction timelines, operational cost projections, identifying funding sources, etc. County staff meet with City of Davis staff in 2x2 meetings, and with City of Davis and Davis Joint Unified School District staff in 2x2x2 meetings.
- (f) The grant requires that all expenditures funded by the grant be incurred by 3/31/26, though the facility does not need to be open by that date.

(3) Round 2 grant applications will be announced early in 2023. Melinda submitted a statement of interest today to indicate we may be interested in asking for more money for South Davis, since we did not ask for the full \$10 million on our initial application. This is one funding consideration, but if we received more funding, we would also have to provide more match funding.

c) Publicity

- i) [Yolo County Library Celebrates Filipino American History Month with a Free, Family-Friendly Festival on October 29 in Davis](#)
- ii) [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](#)
- iii) [Yolo County Board of Supervisors Held an American Rescue Plan Funding Appreciation Event for Congressional Representatives](#)

**5. Yolo County Library Foundation Report**

- a) The Foundation approved a staff request for funding the Beanstack subscription for two years beginning October 2023.
- b) Recruitment of new Board members is underway.
- c) The meeting scheduled for 12/12/22 was postponed due to illness.
- d) The Foundation is sending out year-end campaign letters.
- e) Sharon Hallberg has termed out and needs to leave the Foundation. Another LAB member needs to join the Foundation in her place. The role is a liaison role, to report LAB business to the Foundation.

- f) The Foundation meets monthly via Zoom. Their funds are managed by the Sacramento Region Community Foundation.

## **6. Old Business**

- a) Hosting a LAB, Friends and Foundation Forum – This item is on hold until the new County Librarian is hired.
- b) Recruitment for the new County Librarian – Diane was on the leadership panel for interviews of 6 candidates on 11/15/22 and 11/16/22. An additional candidate was interviewed on 12/9/22. Final candidates are being interviewed by the Board of Supervisors.
- c) Yolo Branch Library Grand Opening is Saturday 12/17/22.

## **7. New Business**

- a) Recruitment of a new Board member from District 5 – Supervisor Barajas asked Diane to meet with a candidate recently. We are hoping an appointment will be made in January.

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

- a) Anthony – No additional items to report.
- b) Diane – No additional items to report.
- c) Holly – The Davis Friends (DFOL) had another successful book sale at the Davis Branch Library over the weekend. Logos Bookstore continues to make about \$10k per month. The volunteer manager has retired, and a group of volunteers will be taking over management duties.
- d) Kristin – The West Sacramento Friends (WSFOL) had their annual dinner and elected the new WSFOL officers. WSFOL will have a book sale coming up in the new year. Alcove sales continue at the West Sacramento Library. The Clarksburg Friends (FOCL) annual meeting is at 1:00 on 1/28/23.
- e) Jeff – The Winters Friends (WFOL) had their annual meeting in December and elected officers. They held their holiday festival last weekend, which involves grade-school kids putting on a concert and doing holiday-themed crafts. They are starting to plan for their annual fruit tree sale, which will be the first weekend in March.
- f) Sharon – No additional items to report.

## **9. County and City Officials/Staff Reports and Comments**

No county or city officials in attendance.

## **10. ACTION ITEMS: Adjourn meeting at 6:59 PM.**

Holly Bishop moved. Anthony Wright seconded. Motion passed.

Next Meeting:

Wednesday, February 8, 2022 at 6:00 p.m.

Format to be determined