

Library Advisory Board Minutes  
March 15, 2017

**Members Present:** Marc Komer, Lynn Zimmerman, Pearl Watts, Olga O'Neill, Michael Schaeffer, Maureen Mulheren, Ann Rennaker, Dolly Riley and Janice Marcell

Also present: Karen Horner, County Library Director and Elizabeth Popowski,

Meeting called to order: 1:06pm

Welcome to Olga O'Neill, representing City of Willits.

Approval of Agenda: Moved by Pearl Watts, seconded by Dolly Riley, motion carries.

Approval of Minutes: Moved by Michael Schaeffer, seconded by Dolly Riley, motion carries.

**Library Director's report:** All libraries are full of activities. **All New Book Festival** will be held at the Willits Library Sunday, April 2, from 1-4pm, featuring new books, book giveaways, crafts, raffle, entertainment and food. Karen passed out flyers for this fun event and encouraged members to share this information with their friends groups and local communities. Press release is current. All **County-wide Read** will take place in April & May. **Summer Reading Program** to begin June 10<sup>th</sup>. Nicole Bird is the new Willits Librarian, beginning today. Most all vacancies are filled. Pt. Arena has a vacancy. Liz Popowski identified 2.45 library staff vacancies.

**Library Collection:** Bookmobile has had some new items added; needs more updating. A new concept of a floating collection (books shared between branches) has been implemented with Administration filling in the gaps. A change with how books are ordered, improving the process. Audio books and Large Print books are floating and have a separate county budget.

**Correspondence:** Marc Komer sent two emails to Supervisor McCown, in regards to setting a date to meet with BOS; no response received. Maureen Mulhuren stated the BOS is busy with the cannabis deliberations. Discussed methods to elicit BOS response. Michael Schaeffer suggested submitting a Public Records request regarding Library Directors salary. Dolly Riley stated she will speak to Supervisor Brown. Maureen Mulhuren will speak with CEO, Carmel Angelo.

**A-87 Committee:** Committee has been inactive. Marc Komer and Michael Schaeffer are current members. Marc asked if anyone would like to join. Dolly Riley stated she needs more information; will join the committee. Marc Komer will provide Dolly with information.

**Laytonville Satellite Update:** Karen Horner met with Shaun and Kitty at the Laytonville School Board meeting. Most board members enthusiastic and positive about Friends purchasing a portable, land and coordinating with school district. County to provide books, computers and personnel with County to pay rent to house library. Celebration of one year

anniversary of book sale room March 18<sup>th</sup>.

**Fort Bragg Expansion Update:** Janice Marcell stated she has joined the fundraising committee of the Fort Bragg Friends. Friday, March 17<sup>th</sup> Harvey Chess, a local grant writer will give a presentation to the Friends regarding Basics of a Capital Campaign and share his knowledge of access to potential library grants. Ann Rennaker shared about the friends efforts to begin a public awareness campaign. Ann also shared a sketch drawn by Dan Hess, Fort Bragg Librarian, of a possible new library design.

**Coast Community Library Seismic Retrofit Update:** Pearl Watts reported Saunders Construction will begin retrofit work in the Spring. The work will be done in stages. The library will be open most of the time; may have 1-2 day closure. The county is waiving inspection fees. There is strong community support.

**Bookmobile Status:** Michael Schaeffer proposed Bookmobile library associate job position be upgraded to librarian. Discussion followed. Liz Popowski did lots of research, including budget reviews. Dolly Riley suggested Michael Schaeffer check with Human Resources to compare responsibilities and duties of library assistants and MLS job positions.

**Motion:** Michael Schaeffer made a motion for the L.A.B. to support the Bookmobile Library Assistant position to be elevated to Librarian, Ann Rennaker seconds, carries. Karen Horner stated she will take under advisement this information.

**Public Records Act:** Michael Schaeffer reported that the Public Records Act inquiry has been completed and that the County indicated they had never asked the Attorney General or anyone else for a ruling on whether the Librarian should be paid from the General Fund.

**Budget Update:** Liz Popowski reported library received an additional \$20,000 this year. Library is due this money; still short about \$25,000. No A-87 calculations yet; Liz sent email to auditor asking for details of calculations. Conference scheduled for April 5<sup>th</sup> to determine recommended budget.

**Strategic Plan:** No Business. Keep on Agenda.

**Spanish Language Access:** Olga O'Neill presented topic. Karen Horner stated this was more of a topic centralized to the Willits Library. Olga stated there was sincere desire to obtain more opportunities for uniform translation and expand awareness, build outreach and develop fun programs. Liz Popowski has submitted required paperwork to Avant Page.

**Online Resources:** Karen Horner to give presentation at next LAB Meeting.

Marc Komer reminded LAB members to meet with respective City Councils and Supervisors.

Meeting adjourned by Marc Komer at 3:02pm.