

CALAVERAS COUNTY LIBRARY COMMISSION

MEETING MINUTES

January 25, 2016

The meeting was called to order by President Jack Kuhn at 9:08 a.m.

ATTENDING: Commissioners Jack Kuhn, Kate Garrahan, Elaine Maxwell, Sally Tuttle, and Bob Dean
Mary Rose Rutikanga, overseeing library services until a Library Director is hired.

Absentee: Commissioners Connie Bowser and Sheila Neal

Also in attendance: Susan Richards, Kathi Copeland and Diane Jarvi

PUBLIC COMMENT: None

MINUTES: The minutes from the December 7, 2015 commission meeting were reviewed and a motion made by Elaine and seconded by Bob approved the minutes.

CORRESPONDENCE: None received.

DISCUSSION REGARDING UPDATES TO LIBRARY COMMISSION ORDINANCE: Item tabled.

LIBRARIAN REPORT:

Mary Rose explained she was directed to step in to oversee the mid-year budget review for the library. She has visited all library branches and has a working knowledge of the library budget because she worked with Maurie for the past three years. The library has been operational with a General Fund budget of \$367,000. After the mid-term budget review in February the Board of Supervisors will make recommendations to all departments on how to proceed. The Library Director position interviews are scheduled for January 28, 2016 and Commissioner Jack Kuhn was invited to sit on the panel. Mary Rose discussed the county budget running in a deficit, explaining the Butte Fire will increase the deficit. Costs related to the Butte Fire are reimbursed 75% by Federal Emergency Funds, 18.75% State Funds, and the remaining 6.25% falls on the county. They will look at gap in funding for departments relative to needs.

The Literacy Program Coordinator position was posted and closed January 22, 2016. Pat Ross is retiring on February 19, 2016, a celebration will be held at the library from 11:30-2:00 on that day.

The Angels Camp branch library lease expires on June 30, 2016. The County will review the terms sometime in April.

The Valley Springs license agreement with Calaveras Unified School District is extremely out of date and the County is working with CUSD to put an agreement in place.

REPORTING TO THE BOARD OF SUPERVISORS: No discussion

DISCUSSION ON NEEDS AND MAINTANCE OF LIBRARY FACILITIES:

San Andreas and Arnold parking lots were scheduled for maintenance through the county public works department but the Butte Fire and weather conditions have delayed the maintenance.

Jack brought up the library being on the Government Center power grid; Mary Rose believes this is a PG&E responsibility/determination. She will check with the IT department and report back to the commission.

COMMISSIONERS REPORTS:

Bob reported there is a job description and employment recruitment being worked on for public relations and administrative duties for the awareness campaign and the Friends of the Library database. This will be part time position for media awareness, a newsletter, and membership roll update for the Friends group. Friends of the Library will fund this position.

Discussion on membership in the 49-99 program. If we do not become a member of the program we will lose the discount we currently receive on the cost of broadband. Historically the Friends of the Library have covered the \$5,000 cost of membership. In addition to the online benefits of access to magazines and other materials, membership will reduce costs incurred from interlibrary loans.

Sally reported the children's hour is being run by Maggie Blood and is working well.

Elaine reported the melodrama will be the last weekend in February and first weekend in March with a chicken in a barren dinner.

Kate reported she had a meeting with Steve Kearney (District 5 Supervisor) regarding a commission or Friends member having input on the interview panel for the Library Director.

Jack reported he was invited to be on the interview panel for the Library Director position on January 28, 2016. Arnold librarian Fran provided Jack with questions for the human resources department for the interview.

Guest Susan Richards questioned why Tuolumne County library seems to have higher usage than the Calaveras County library. Mary Rose explained that Tuolumne County has a population of approximately 10,000 more than Calaveras County. Tuolumne County also has two (Sonora and Twain Harte) branches (possibly a third in Groveland) and Calaveras County has eight "unique" branches serving our individual communities.

Susan Richards also questioned about the new computers for the San Andreas library. Bob confirmed the Friends group had purchased them. Mary Rose will check with IT to update the commission on the status of the computers.

A motion to adjourn was made by Kate, seconded by Elaine. The meeting was adjourned at 10:08.

Next Commission meeting is February 22, 2016 at 9:00am.

Submitted by,
Kate Garrahan