

CALAVERAS COUNTY LIBRARY COMMISSION

MEETING MINUTES

September 28, 2015

The meeting was called to order by President Jack Kuhn at 9:07 a.m.

ATTENDING: Library Director Maurie Hoekstra, Commissioners Connie Bowser, Bob Dean, Kate Garrahan, Jack Kuhn, Sally Tuttle

Also in attendance: Diane Jarvi and Richard Raso

PUBLIC COMMENT: Guest Diane Jarvi was introduced by Commissioner Bowser

MINUTES: Maurie noted the minutes from the June 22 and August 24 meetings have not been presented and approved. Elaine Maxwell took notes for the June 22 meeting but was not present today. Maurie will try to contact her. Bob Dean took minutes at the August 24 meeting and will have them prepared for our next scheduled meeting on October 26.

CORRESPONDENCE: None received.

DISCUSSION REGARDING UPDATES TO LIBRARY COMMISSION ORDINANCE:

Richard suggested creating a folder specifically for input on commission duties and ordinance updates. Jack will create the folder and have it for our next meeting. Bob requested a copy of the commission ordinance be scanned and uploaded to the library website. Maurie will upload a copy to the Library Commission tab on the website for review.

REPORT FROM RICHARD RASO, CHAIR, PUBLIC AWARENESS CAMPAIGN:

Posters, handbills, and brochures have been created and should be ready this week. An invoice for 200 11 X 17 posters, 200 8 ½ X 11 posters, 1,000 handbills, and 1,000 glossy brochures totaling \$665.60 was given to Shirley Huberty, County Friends of the Library treasurer for payment.

Delivery of publicity items will be done through inter-branch delivery and should be completed next week.

Today's PAC meeting will cover talking points for the campaign, PA announcements, stories and information to newspapers, and a county fair presence.

Richard stated only a few responses have come in for the Arnold luncheon on October 22. Maurie noted the email notices were sent but the paper invitations have not been sent yet.

There was discussion of transitioning the PAC committee to quarterly meetings after the campaign is fully implemented.

Richard reported the Moose Lodge fundraiser held in Arnold had a better turnout than was expected with approximately one hundred people in attendance, but the final dollar amount was not known at this time.

LIBRARIAN REPORT:

The Library Faire which was postponed due to the Butte Fire will be discussed at today's county Friends meeting. They will decide whether to reschedule or cancel.

The West Point branch will be moving into the West Point Elementary School library today. Maurie expects the move to take several hours. There are numerous school library books which will need to be added to the county library's database. Shelving holders are an issue; Maurie is looking for replacements which can be purchased in bulk.

Maurie reported she has been given the name of someone who is interested in being the courier between Calaveras and Tuolumne county libraries. She will be contacting this person and hopes to have the problem resolved.

Butte Fire impacts to the library included loss of books in patrons homes, patrons unable to get books to return on time due to evacuations, patron use of Internet and printing increased, use of land line made available to OES personnel utilizing the library, a front desk volunteer lost her home and the processing volunteer may also have lost hers which will have an impact on staffing, and the donor of the 3-D printer was one of the fatalities of the fire. The budgetary impacts of the fire are not known, cost to the county and the reimbursement with State and Federal funds cannot be determined at this time. This disaster has highlighted the importance of server upgrades and remote hosting.

Bob Dean discussed the lack of power at the San Andreas branch during the fire, noting the importance of the library being part of the county power grid or having an emergency generator in place. Broadband access for emergency services and the public is a must during a disaster and the library should be a priority. Suggestions the PAC publicize the need for the library to be the emergency center in the future.

The eBooks are showing growing usage. Diane noted a correction to the eBook training in Angels Camp, it will not be this week but sometime in the next two weeks. It was discussed to have volunteers trained and hold eBook trainings for each branch and publicize them.

The Arnold branch parking lot which was supposed to be completed in October will most likely not happen due to the fire, along with the gutters at the Murphys branch.

REPORTING TO THE BOARD OF SUPERVISORS:

Jack reported he was not able to get on the October 27 Board of Supervisors agenda and will look for a future date to agendize a commission report. Bob suggested the commission agendize and report to the board about emergency services at the library. A proposal will be created to present to the board in December. We will evaluate the proposal at our next regular meeting.

COMMISSIONERS REPORTS:

Connie reported her friends group discussed Maurie's replacement being qualified and suggested we draft an article or letter to the editor. Connie will work on this and bring it to our next meeting. Sally Tuttle will research and bring documentation to our next meeting about requirements for the county librarian set forth by the state and the grant used to build the San Andreas branch library. This will be on the October 26 agenda.

A motion to adjourn was made by Jack, seconded by Connie. The meeting was adjourned at 10:13.

Next Commission meeting is October 26, 2015.

Submitted by,
Kate Garrahan