

**Minutes of June 16, 2005 Meeting
Stanislaus County Library Advisory Board**

I. Chairman David Lopez called the meeting to order at 4:32 .

Present were David Lopez, Marilynne Allen, Sloane Ardis, Sheridan Beuving, Margaret Bowen, Vanessa Czopek, Susan Lilly

II. Approval of Minutes of the April 14, 2005 meeting. Marilynne Allen made a motion to approve, Sheridan Beuving seconded the motion and it was approved unanimously.

III. Public Comment Period – no public comment.

IV. Old Business

a. Memberships

i. Sandy McDowell and Sheridan Beuving have agreed to serve another three-year term.

ii. Rande Stidham (District 1) has completed her second three-year term and has retired from the board. Supervisor Bill O'Brien is working to identify a new member from his district.

V. New Business – County Librarian Report

a. An employee survey was conducted. Staff are generally satisfied and satisfaction among library employees is higher than the county as a whole. Some areas of concern were trust of management, fairness and morale. Employee focus groups met with an outside facilitator to clearly define concerns. As a result, special interest groups have been formed to address items such as future trends, Radio Frequency Identification Technology (RFID), and increasing circulation/library card holders.

b. A customer survey was conducted, which showed that, overall, customers are very satisfied with the library. The survey was completed by 862 customers. Responses were similar to the baseline survey from 2002. The survey will be conducted every 18 months.

c. Library management and staff participated in an exercise to identify service priorities in three categories: essential functions of the library, important functions of the library and nice to have functions. These priorities, as well as results from the employee and customer surveys will be used in the library's strategic planning, which will begin in the fall.

d. The library's budget for FY 05-06 is less than the 04-05 year. There is still a gap between revenue sources and budgeted expenditures. This gap will again be filled by using money from the library's fund balance. However, it is vital that the department be fiscally responsible to reduce expenses and preserve the fund balance. The fund balance can then be used to support future operations or potential unforeseen emergencies. As a result, the book budget will be reduced by \$400,000 and only essential expenditures will be made.

e. Dress guidelines have been established for library staff in an effort to present a more professional appearance.

f. Vanessa encouraged Library Advisory Board Members to meet with their county supervisor to discuss library issues.

g. The Stanislaus County Library Foundation will present the Shining Star Awards, June 23, 5:30-6:30 p.m. at the Modesto Library. Shining Star Awards recognize outstanding contributions (volunteerism, advocacy, fundraising, and/or financial contributions) for the library in three categories: Individual, Company or Organization, Friends of the Library member(s).

VI. Adjournment – Sheridan Beuving made a motion to adjourn, Marilynne Allen seconded the motion and it was approved unanimously.

VII. Next Meeting: September 29, 2005 , 4:30 p.m. , Modesto Library Conference Room

Minutes respectfully submitted by

Susan Lilly