

Library Advisory Board
MINUTES
Oct. 11, 2018, 4:30-5:30 p.m.
Modesto Library Conference Room
1500 I Street, Modesto, CA 95354

Present: Board Members - Sue Henderson, Lise Talbott, and Joshua Vander Veen; Library Staff Members - Patti Boardrow, John Fleming, JoAnn Henley, Curtis Lee, Diane McDonnell; Friends Representative - Friends of the Modesto Library President Denise Nordell

Absent: Sheridan Beuving, Dorothy Finnegan

- I. Call to Order, Welcome & Introductions – Joshua Vander Veen called the meeting to order at 4:30 p.m.

Approval of Minutes of Meeting of July 12, 2018 – Minutes unanimously approved.

- II. Public Comment – None

- III. Correspondence – None

- IV. Report from County Librarian – Diane McDonnell

- *Turlock Library Expansion Project* – The project team is meeting weekly and here is a list of progress to date:

Developed a list of essential service zones, such as the children's area and the community room.

Analyzed the adjacencies of each service area for maximum benefit.

Considered ideas and suggestions submitted by the Friends of the Turlock Library, including large windows to bring the outdoors in and an expanded book sale room.

Developed a proposed funding plan – how much is coming from each source?

Next step: A community meeting is scheduled for Tuesday, Oct. 16 to provide residents with a project update. Staff from WRNS Studio will join county staff at the meeting. In addition to sharing renderings and layouts of the new building, topics to be discussed include higher than estimated costs due to a variety of factors.

- *Empire Library Relocation Project* – The project team is meeting regularly on design plans and details for the new library that will be replacing the existing library in Empire. LDA Design firm is drawing up the architectural plans for the new building. The next meeting will be Oct. 30 to look at a draft of the plans.
- *MakerSpace – Modesto Library Project* – WRNS architects are working on this project now, and the final proposal will be coming soon.
- *Discover and Go* – A new service has been launched and is available to Stanislaus County Library cardholders. This program provides Stanislaus County library cardholders with free

and discounted tickets to local museums, science centers, zoos, theaters and other fun cultural venues. Residents can reserve passes with a valid Stanislaus County library card and PIN. Currently, Great Valley Museum is our featured local venue, along with many Bay Area attractions. In July, thirty reservations were made and there have been 500+ visits to the site.

- *Collaborative Connections Grant* – A new grant for \$150,000 was awarded to the 49-99 consortium for video conferencing equipment. This will allow live programming to be shared simultaneously at multiple library locations, including the 5 participating local libraries. The equipment will be used for ESL classes for the public initially, and will expand to children's programming in the future. Stockton will serve as the hub and programming will originate from there initially.

V. Reports from Library Support Groups

Sue Henderson from Friends of the Patterson Library reported that their new digital signage is installed and working well in Patterson! It's beautiful. The book sale next week is being announced on the sign.

Denise Nordell, Friends of the Modesto Library President, reported that during National Library Week, Oct. 21-27, they will have a table set up inside the Modesto Library. She is proud to have so many dedicated members. They are sending handwritten thank-you notes to all those who've helped during the year. The members are always happy to help and appreciate being asked when their help is needed.

The Library Foundation Gala was well attended. Generous donations were received. The grounds were beautiful and it was a lovely and very successful event.

VI. Old Business

Diane McDonnell announced that we still have a vacancy on the Board in District 3. There are also at-large vacancies.

VII. New Business

Curtis Lee, the Library's Business Manager, shared information about Library accomplishments in FY 2017-18 from the Stanislaus County Final Budget document for 2018-2019 /2019-2020. Stanislaus Library is well ahead in Early Childhood Literacy Attendance (ages 0-5) compared to other libraries in the state. Other accomplishments noted in the document include renewal of the dedicated 1/8 cent sales tax for the library, and projects that are in various stages: Centralized Circulation and Reference Desk project at Modesto Library is in progress, Turlock Library Expansion is in the design stage, Empire Library Replacement is in the design phase, and the Maker Space Project at Modesto Library is in pre-design phase with WRNS Studio selected to design the project. Curtis also noted that in the years 2013 through 2015-16 we added to fund balance (savings). In 2016 we started using fund balance when we shifted to growth strategy. Costs have risen since that time.

We've gone to a 2-year budget/spending plan starting with the 2018-19 and 2019-20 budget years. For 2018/19 our budget is \$12,351,829 with the expectation that we will need to use \$624,221 from fund balance. Mid-year budget comes up in January. To adequately staff the

libraries, we currently have 76 full-time employees. We also have part-time regular employees and substitutes who are on-call.

The library takes advantage of discounts we are eligible to receive. One example is eRate funding, a federal government program, that gives the library discounts with credits to the library for services with Comcast Cable, Internet, AT&T, Masergy (phone system). In 2019/20 the library will be doing a whole infrastructure network project and 85% of the job will be covered in discounts.

Denise Nordell from Friends of Modesto Library suggested partnering with Stanislaus State to reach out for a bilingual person for the children's Spanish Story Times and Bilingual Story Time position that's open and difficult to fill.

John Fleming, Virtual Services Manager of the Stanislaus County Library – Salida training lab tables arrived today. Chairs are on the way. Coding classes have started up.

Patterson electronic sign was installed. IT got it up and running.

Sheriff STARS volunteers – Empire/Salida – They now have alarm access for after-hours use of their space. Sheriff staff is currently using the facility during library open hours only.

As of last week, we've upgraded to Windows 10 and Office 365. Got mostly completed last week. Staff computers needed to be replaced for security reasons.

There is a new piece of software for the kiosks. The touch pad was not designed for touching but for mouse and keyboard. Will have a scrolling banner for advertising what we want them to see. We have someone stationed by the self-serve stations to assist customers who need help.

Cash Registers – The project was put on hold. With the updates that have taken place, we can now proceed. Payments will be automatically updated in Horizon (to the Library card account) when a payment is made. A step to balance manually will be eliminated.

Infrastructure update – Hardware that talks to each other between libraries and cabling will all be replaced. The cable is old. The benefits will be an improved experience for customers. It will make computers (hardware and programming) much more secure.

Grayson Library – Library IT updated computers by picking out the best of our salvaged equipment. Children out there are extremely happy for the service! They are very thankful!

JoAnn Henley, Library Human Services – Challenges come with having a very large pool of Library Assistant Substitutes. The Library has 170 employees and 93 of them are part-time employees. One of the strategies designed to streamline the hiring process will be to transition to a continuous recruitment process, which is coming soon. This will provide a more current list of applicants.

VIII. Announcements – None

IX. Next meeting date: Jan. 10, 2018, 4:30-5:30 p.m.

X. Adjournment – Chair

Materials related to an item on this Agenda submitted to the Library Advisory Board after distribution of the agenda packet are available for public inspection at the Modesto Library Reference Desk during normal business hours. Such documents are also available on the Library website at www.stanislauslibrary.org/about_advisory_board.shtml subject to staff's ability to post the documents before the meeting.