



Library Advisory Board
Meeting Minutes
Jan. 25, 2024, 5:30-7:00 p.m.
Modesto Library Auditorium

Present: Board Members – District 1 Rep Renée Ousley-Swank, District 2 Rep Lise Talbott, District 3 Rep/Chair Stella Beratlis, District 4 Rep Joshua Vander Veen, District 5 Rep Gay Girard; At-Large Representatives Michael Lingg. Library Staff Members – Patti Boardrow, Sarah Dentan, Laura Ferrell, Curtis Lee, Wayne Philbrook, Andrea Rush-McNeel, Marco Sepulveda, Bryan Sontag; Friends of the Library Representative(s) – Friends of the Modesto Library VP Beverly Schlegel; Library Foundation – Susan Thomas; CEO Representative Patricia Lord

Absent: At-Large Representative Shanyyn Avila (excused)

I. Meeting was called to order by Stella Beratlis at 5:37 p.m.

II. Consent Calendar

1. Approval of Minutes from meeting held Oct. 26, 2023

Motion was made and seconded to accept the minutes as written. The motion passed with unanimous approval.

III. Public Comment - none

IV. Report from County Librarian – Sarah Dentan

Staff Changes – Laura Ferrell has moved into the Communications and Marketing Manager position which created a vacancy in Outreach and Home Delivery Service. Wayne Philbrook went from Salida Library Supervisor/Librarian III, to Operations Manager for the Library system-wide. That Librarian III vacancy will be filled soon. There is a Librarian III vacancy in Collection Services. We are also hiring Library Assistants I/II continuously.

Strategic Planning – The Library is working with BerryDunn to develop a Strategic Plan. BerryDunn associates will be present at community events to gather information. They will have interviews with stakeholders. A Task Force will be formed. Spanish Speakers will be needed at engagement events.

Highlights – Hogwarts event was held at the Modesto Library. Master Gardeners participated by doing an Herbology Class.

Winter Reading Challenge – Incentives were offered to people who signed up.

Library Staff at Modesto Children’s Museum – Library staff did training on Story Time, book selection and finger plays. We’ll be able to provide a small number of tickets to Modesto Children’s Museum through Discover & Go.

Read to a Dog – This program is being offered at three library locations. It allows young readers the opportunity to read to a therapy dog.

Full STEAM Ahead in Stanislaus County – Early math is also early literacy. There are programs being put together with local STEAM partners.

After-School Maker Camps are planned for Modesto, Salida, and Turlock locations.

Inspiration Grant - Staff wrote the grant and received \$78,742

Potter the Otter Exhibit – This exhibit is on loan from San Jose Children’s Museum through June 3, 2024. Children learn about nutrition and water in a fun atmosphere at Salida Library.

Statistics – Physical Materials – Circulation dropped off a little this year. Cloud Library, Hoopla, electronic resources have remained popular and are running above last year, Door count are running above last year, as well. Many people with library cards come in to use computers, etc.but don’t check materials out.

V. Staff Reports

1. IT Update – Andrea Rush-McNeel

- Most of network updates are finished (about 90% done).
- The only branches with Coin & Bill Acceptors (CBA) are Modesto, Turlock and Salida. They were very costly and time-consuming to maintain.
- Redesigning the Library Catalog. Laura Ferrell will help.
- \$55,000 for network licensing cost. Pop-up network for two temporary locations to be ready when Modesto staff relocates. These things will now be covered under eRate. Funds approved for 2024/Request for Proposal (RFP) posting soon for: New switches for Salida and Keyes; All AP/Switches (75) licensing cost will now be included in our E-Rate allocation (65K); New cradle points for Keyes and Modesto’s Interim locations.
- Cleaning up customer library card records. The county doesn’t allow us to get rid of records if borrowers owe money on the account.
- Libby will be coming soon. We pay almost \$200,000 a year for Hoopla so we’re transitioning away from that and going to Libby. Palace app will stay. Staff will be trained so they are comfortable with Libby application.

2. Facilities Update – Marco Sepulveda

- Basement network is being updated and redone.
- We’re looking at space efficiency changes for staff in the basement.
- Keyes Library is in the early stages of design. The plan is to use more space at the current location.
- Salida Library has unfinished tenant space. Plans should be done next week. We will improve lighting, ceiling, and put in new carpet. This area will house the Modesto collection while the Modesto Library is being renovated.
- Modesto Library – We are in the very early phase of the design stage. A third-party evaluation will be done by a consultant to get unbiased feedback.

3. Budget Report – Curtis Lee

Reviewed the budget as of Dec. 31, 2023. (see attachment V3) We’re at the halfway point of the fiscal year. Tax revenues look good so far.

VI. Reports from Library Support Groups

1. Friends of the Library:

- a. Modesto FOML – Bev Schlegel reported that they continue to offer Yarning with Friends program for anyone who wants to come and learn or work on knitting, crocheting projects first Monday evening of the month. They're currently collecting books and jigsaw puzzles for the May 4 used book sale. Friends of Modesto Library have been selected as beneficiary of proceeds from St. Joseph's Feb. 10 Crab Feed fundraiser. FOML will help at that event. March 6 is the FOML Annual Meeting at the library. The first Friends meeting was January of 1974 so this is the 50th Anniversary year!
- b. Friends of Patterson Library – Gay Girard reported that the blinds have been replaced at the Patterson Library and it's a great improvement! Beautiful murals and maps have been put up to create a "Where in the World" reading area. There are a lot more small children coming in and they are offering very nice events at the library.

2. Library Foundation – Susan Thomas shared that the Foundation has raised over \$45,000 with their fall fundraising campaign. They will hold their Party at the Library April 12 after hours instead of August. A drive-through dinner will be done again to raise funds.

VII. Action - None

VIII. Discussion – None

IX. Announcements – Earth Day is April 20. Love Modesto is April 27. Riverbank Master Gardener event about growing citrus was very well done. The final date for Youth Poet Laureate entries is Saturday, Jan. 27 at midnight.

X. Agenda Building – Next meeting: Apr. 25, 2024 at 5:30 p.m.

XI. Correspondence – None

XII. Adjourned at approximately 7 p.m.

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.

**Stanislaus County Library
Budget Report
December 31, 2023**

Attachment V3
LAB 1/25/24 Minutes

		Fiscal Year 2024 As of December 31, 2023			
Revenues		YTD Actuals Dec-23	Legal Budget FY 2024	% of Budget	Target 50%
Sales Tax		\$ 4,988,713	\$ 14,500,000	34.4%	
Rents		857	360	238.1%	
Government Funding (Learning Quest, Bldg Forward)		470,751	10,370,490	4.5%	
Revenue from Services (fines, passports, copies)		150,109	255,000	58.9%	
Misc Revenue (book sales, donations)		54,233	128,000	42.4%	
Public Facility Fees (Turlock Library)		200,000	200,000	100.0%	
County General Fund (GF) Contributions:					
GF - Annual Contribution (Recurring)		433,405	866,810	50.0%	
GF - Infrastructure Investment (3 Years)		1,750,000	3,500,000	50.0%	
Total Revenue		\$ 8,048,068	\$ 29,820,660	27.0%	50%
Expenditures		YTD Actuals Dec-23	Legal Budget FY 2024	% of Budget	Target 50%
Salary & Benefits		\$ 4,184,324	\$ 9,188,921	45.5%	
Books, Materials & Databases		384,708	893,321	43.1%	
Special Departmental Expense		35,050	768,070	4.6%	
Services & Supplies (S&S):					
S&S - Recurring Operations		1,102,560	2,885,596	38.2%	
S&S - Modesto Renovation		-	1,321,790	0.0%	
S&S - Modesto Children's Museum		-	250,000	0.0%	
Inter County Expense		1,165,421	2,682,186	43.5%	
Fixed Assets (FA) (buildings, vehicles, equip.)					
FA - Modesto Reno. (Bldg Fwd Grant & County Funds)		-	16,804,594	0.0%	
FA - Infrastructure Investment		105,303	2,879,964	3.7%	
FA - Operations		20,392	554,880	3.7%	
Turlock Library Loan Payment		353,741	444,710	79.5%	
Total Expenditures		\$ 7,351,499	\$ 38,674,032	19.0%	50%
Net Income or (Use of Fund Balance)		\$ 696,569	\$ (8,853,372)		
Fund Balance Summary		Amount			
Beginning Fund Balance		\$ 20,341,518			
Net Income (Loss)		696,569			
Ending Fund Balance		\$ 21,038,087			
Restricted - Modesto Renovation Project		8,120,038			
Restricted - Infrastructure Investment		1,024,333			
Restricted - Modesto Children's Museum		250,000			
Restricted - Unexpended Donations		169,485			
Restricted - Imprest Cash		5,239			
Total Restricted Fund Balanced		\$ 9,569,095			
Total Unrestricted Fund Balance		\$ 11,468,992			