

Library Advisory Committee
Regular Meeting
Redding Library Literacy Lab
1100 Parkview Avenue
Redding, California
April 4, 2007, 3:00 p.m.

MINUTES

1. Roll Call

Present were Committee Members Missy McArthur, Patte Jelavich, Elaine Grossman, and Chair Peggy O'Lea. Also present were Acting Library Director Mark Smith, Assistant City Manager Randy Bachman, and Personnel Director Linda Johnson.

2. Public Comment

None.

3. Consent Calendar

Chair O'Lea requested that one change be made to the minutes from the March 7, 2007, meeting. The change is to add that Committee Member Richardson introduced Elaine Grossman who would be assuming her position on the Committee effective April 4, 2007.

MOTION: Accept the minutes as modified, made by Committee Member Jelavich.
AYES: Committee Members O'Lea, Jelavich, Grossman, and McArthur.
NOES: None
ABSTAIN: None
ABSENT: Cleckler

4. Staff Items

a. Library Director's Status Report

Acting Director Mark Smith referred to his written Director's report and passed out additional documents providing statistical information on Library usage for the month of March, as well as a draft of a grant application for the National Endowment for the Art's Reading Program and a flyer listing upcoming programs for National Library Week, April 15th through 21st. In addition to the information on his written reports, Acting Director Smith indicated that due to the sheer volume of patrons getting new Library cards, LSSI is quickly burning through the 10,000 cards they had ordered and has, therefore, ordered 10,000 additional cards. Chair O'Lea asked if the statistical information could be e-mailed to the Committee members and Acting Director Smith indicated that he would do so. Committee Member Jelavich asked if they could be posted to the Library website

and Acting Director Smith indicated that once modifications to the website have been concluded, information of this type could certainly be added to the Library's website. Acting Director Smith also indicated that the new Acting Library Director, Linda Mielke, would be beginning her work in Redding on April 9th. In response to a question by Committee Member McArthur regarding the new books, Acting Director Smith indicated that all donations are being accepted, but that LSSI is being a bit more choosy in what goes into the Library collection. To have the best chance at having donated books go into the collection, the books should be more recent titles and in excellent condition. Acting Director Smith noted also that even if the books do not go into the Library collection, they benefit the Library as they are sold by the "Friends of the Library" and the proceeds are used for additional Library materials.

4.b. Review of Draft Policies

Assistant City Manager Bachman introduced two draft policies to the Committee—one dealing with internet use and the other with government documents. Chair O'Lea said she had received some concerns from the branch libraries regarding the two-hour limitation on computer use. She said that due to the limited number of computers at the branches, they would prefer to retain the one-hour daily limitation. It was the consensus of the Committee that the policy be amended to retain the one-hour limitation for the branch libraries only.

MOTION: Recommend the proposed Internet Policy as amended to the Library Board. (Moved by Member McArthur).

AYES: Committee Members O'Lea, Jelavich, Grossman, and McArthur.

NOES: None

ABSTAIN: None

ABSENT: Cleckler

MOTION: Recommend the Government Document Policy as proposed. (Moved by Member Grossman).

AYES: Committee Members O'Lea, Jelavich, Grossman, and McArthur.

NOES: None

ABSTAIN: None

ABSENT: Cleckler

4.c. Application for State Library Literacy Grant Funds

Acting Director Smith described the Literacy Grant that the Library is going to pursue; which will, if successful, result in \$41,000 per year to the Library for adult literacy programs for a 3-year period. While no match is required, Acting Director Smith indicated that staff is trying to come up with private funds to match the grant, which will result in an \$80,000 per year literacy program.

This item was informational and no action was required.

4.d. Discussion Requiring Library Card Requirements for Children

Acting Director Smith noted that a problem has developed and several complaints have been received regarding the requirement that children be able to write their first and last name in order

to receive a Library card. Acting Director Smith noted that no one on the Library staff knew the reason that this requirement was in the former County Circulation Policy but that it is staff's recommendation that the requirement be removed.

MOTION: To recommend a change to the Circulation Policy to eliminate children's signatures as a requirement for a Library card. (Motion made by Committee Member McArthur)

AYES: Committee Members O'Lea, Jelavich, Grossman, and McArthur.

NOES: None

ABSTAIN: None

ABSENT: Cleckler

5. Committee Issues

a. Children's Garden

Committee Member Jelavich requested a status update on the use of the Children's Garden. Acting Director Smith noted that due to the door alarm and the lack of ability to lock the outside gate, staff is currently requiring that a Library staff member or volunteer be in the Garden at all times when it is open. At this time, they are using the Garden for reading programs and seeking additional volunteers to have the Garden open more frequently. After a general discussion, it was the consensus of the Committee that staff should continue in its existing manner. In the meantime, Assistant City Manager Bachman agreed to talk with the County about the possibility of locking the gate from the inside to provide greater security of the area.

b. Various Collections - Current Best Sellers, Books on CD, etc.

Committee Member Jelavich wanted to know what the plan is to provide additional best sellers, books on CD, etc., as these items seem to be in short supply. Acting Director Smith mentioned that staff is in the process of shelving additional books on a weekly basis and that regular collection augmentation would be moving forward. After a discussion by the Committee, it was the consensus that the Committee would take a "wait and see" position on this issue and see whether or not additional steps will need to be taken in the future to insure that popular items are available to Library patrons to keep the level of interest in the Library high. Assistant City Manager Bachman indicated that in May the Committee will be reviewing the proposed Collection Policy and that further discussion on this issue would be appropriate at that time.

10. Adjournment

There being no further business, at the hour of 5:15 p.m the meeting was adjourned.

Peggy O'Lea, Chairperson