

**SHASTA PUBLIC LIBRARY
LIBRARY ADVISORY COMMITTEE
Anderson Library Meeting Room, 3200 West Center Street, Anderson, California
November 7, 2007**

MINUTES

1. Roll Call

The regular meeting of the Library Advisory Committee was called to order by Chair Peggy O’Lea at 4:05 p.m. on Wednesday, November 7, 2007, with the following Committee Members present: Elaine Grossman and Connie Cleckler. Also present were Library Director Joy Sentman-Paz, City of Redding Community Services Director Kim Niemer, City of Redding Management Analyst Matt McCallum, and City of Redding Executive Assistant Linda Shank. Committee Member Patte Jelavich arrived at 4:06 p.m. and Committee Member Missy McArthur arrived at 4:14 p.m.

2. Public Comment

Jim Ceragioli of the Friends of the Library asked to speak on Item # 4, Consideration of the Materials Selection Policy, Section VII.

3. Consent Calendar

Approval of the consent calendar was moved, seconded, and passed unanimously.

4. Consideration of Materials Selection Policy

Kim Niemer reviewed the policy and highlighted that the Library Director will approve the acceptance and disposition of gifts. Jim Ceragioli asked who is the owner of the gift once it is donated. Mr. Ceragioli referred to a receipt that has appeared in the Friends Book Store that indicates that the gift becomes the property of the City of Redding upon acceptance. After some discussion, it was determined that the receipt form should be discarded or modified and the gift does not actually become City property until the Library Director accepts the gift into the Library collection. Approval of the policy with a few minor changes was moved, seconded, and passed unanimously.

5. Presentation of Library Budget

Kim Niemer introduced Matt McCallum to the group. Mr. McCallum presented the Library Budget noting the following:

- The Library is a \$2 million enterprise.
- The Library Budget is part of the City’s Biennial Budget process.
- The Library Budget is divided into two divisions – the Redding Main Library and the Branch Libraries.
- The Library Budget has a special revenue fund where all revenue generated by the Library stays in the Library budget.

After some questions and discussion of the budget, the Committee expressed its appreciation for the budget presentation and asked that staff bring a budget update back to the Committee at the end of each fiscal year and following each mid-biannual budget review.

6. Director's Report

Joy Sentman-Paz discussed her report highlighting that the Burney Branch is now open four additional hours, the Friends of the Intermountain Library (FOIL) have spent about \$3,700 for books so far this year, the Anderson Friends are sponsoring a "Hot Off the Press" program, the Anderson Library will have a new Branch Manager soon, and many positive comments were received regarding the Big Read Program. Janice Powell commented that the National Endowment for the Arts picked up two of the Library's events to display on its web site. Peggy O'Lea asked if contributions to the Friends groups or Library Foundation could be reflected in the budget. Kim Niemer responded that they could be noted manually with the information provided by those groups. Chair O'Lea said that even an annual report on contributions would be helpful. Patte Jelavich asked if Burney and Anderson patrons are appreciating the new Redding collection, and the responses were both positive. Ms. Sentman-Paz reported that the web page improvements are coming along and new security services for 35-hours per week will begin on November 12, 2007, in addition to three additional security cameras being installed. Peggy O'Lea was congratulated for receiving the President's Award and it was noted that a new video phone had been installed for use by those who are hearing impaired or deaf.

7. Committee Comments

Patte Jelavich asked if there were any additional Office of Library Construction (OLC) funds remaining in the budget that might be used for more security cameras, shelving, or displays. Jim Ceragioli asked when the doors to the River Room might be repaired to meet Fire Code. Ms. Sentman-Paz indicated that the door repair had already been scheduled. Kim Niemer noted that she spoke with the City Manager regarding the possibility of using some of the Library's surplus funding for a special project such as additional security, a part-time employee to work on government documents, a contract with a web page developer, or to add some colorful art or murals to the children's area. The topic was discussed briefly and the Committee decided to add the item to the next agenda. Ms. Niemer also noted that when staff is involved in meetings utilizing the meeting rooms, there should be no charge for the room rental.

Peggy O'Lea briefly discussed locating a reader sign on Cypress Avenue at Grape Avenue to highlight the Library's various programs and activities.

8. Adjournment

The meeting was adjourned at 5:35 p.m.

Peggy O'Lea, Chairperson