

**Mendocino County Library Advisory Board
Minutes of January 15, 2020
Ukiah Library**

Meeting called to order: 1:05pm by Vice-Chairperson Lynn Zimmermann

Introductions: All present introduced themselves.

Members Present: Lynn Zimmermann, Dolly Riley, Olga O'Neill, Carolyn Schneider and Janice Marcell.

Others Present: CSA Director/County Librarian, Karen Horner, Administrative Services Manager I, Barbra Chapman, Ukiah Librarian, Melissa Carr, Third District Representative Elect, Shawn Haven.

Approval of the Agenda: Dolly moved, Olga 2nd, carried.

Approval of November 20th minutes: Dolly moved, Carolyn 2nd, carried. (With correction: the Ukiah library work was an 'upgrade' not a 'remodel'.

Public Expression: None

Library Director's Report: Ukiah Librarian, Melissa Carr, announced the addition of the new children's librarian, Samantha White ("Sam") who has started a baby storytime event on Wednesdays at 10:30am. The Fratello Marionette event hosted 65 attendees. There are new and ongoing activities for teens and adults. Additionally, a jacket/sweater giveaway table has been added during the cooler season.

Karen stated that all branches are very busy. The First Annual Library Report was produced and made available to the public in November. Several grants for a variety of programs have been approved by the BOS. The 2020 Census information and applications will be available at each library and can be accessed online. In February the seed librarians will be visiting Comptche, Boonville and Willits. National Children's Oral Health Month will be promoted with applicable literature in February at all branches.

Subcommittee

A. Measure A – Michael, Lynn and Dolly: This committee plans to meet February 3rd in Ukiah to discuss a time frame and confirm the petition process.

Unfinished Business

A. Election of new officers

Motion by Dolly, Olga 2nd for slate of new officers to be nominated and elected, carried.

Chair: Lynn Zimmermann

Vice-Chairperson: Dolly Riley

Recording Secretary: Olga O'Neill

B. 2020 LAB meeting dates/locations

Motions made by Dolly, Carolyn 2nd to approve a tentative LAB calendar of meeting dates and locations, carried.

Tentative 2020 LAB Calendar

March 18	Willits
May 20	Covelo
July 15	Fort Bragg
September 16	Point Arena
November 18	Ukiah

C. Fort Bragg expansion discussion: Janice stated that the Friends of the Fort Bragg library had a special meeting on January 10th with their disassembly contractor, Windspirit Aum, as he had not met the January 31st completion date due to inclement weather and Waste Management not allowing it's dumpsters to be placed on the muddy lot. Agreement was reached regarding an extension of the contract until February 29th. Several fundraising events are planned for 2020.

D. Laytonville update: Shawn stated there was a discrepancy with the previous contractor. The Friends are seeking a new contractor. Four sci-fi movies will be shown in February. Several fundraising activities are planned for the near future. A town hall discussion with Supervisor John Hashek is scheduled for February 21st, 6:30pm at the Community Room of the Old High School.

E. 2020 Budget: Library reserves discussion: Much discussion ensued and many questions were answered, primarily by Barbra and Karen. Karen stated that some of the costs were unanticipated such as the new HVAC unit need for the Willits Library. Lynn requested Barbra to add a library reserve line item to the budget.

F. 2020 Budget: A-87 costs: We reviewed the cost allocation plan. Karen mentioned that the budget may be changed by the BOS in future. There was a concern about the increase of the building and grounds line item. Karen stated that this was due to the Ukiah upgrade. We plan to discuss staffing formulas during our March meeting.

G: Library operations during power outages: Everyone agreed we need creative ways to deal with this situation. Karen is researching this topic. The County has rented generators in the past for other departments. We discussed other alternative everygy resources.

New Business:

A. Pearl Watts resignation, City of Point Arena Representative: Pearl has resigned and has recommended a potential representative.

B. Monday holiday closurers/staff: Karen stated the library could save up to \$60,000 annually if each library had designated holidays on Tuesdays, Saturdays or Sundays instead of Mondays to accommodate Mendocino County employee holidays.. **Motion made by Dolly, 2nd by Carolyn that library branches may choose different days of the week to honor holidays, carried.**

C. Update on Brown Act Training: Coast training will be held at the Mendocino Volunteer Firehouse on January 22nd from 10-12pm. Inland training will be held in Ukiah at the Mendocino County Board Meeting room on January 29th from 10-12pm.

Next Meeting will be March 18, 2020 at the Willits Library.

Announcements and Comments: None

Adjourned at 3:02pm