



LIBRARY

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Library Advisory Board
Meeting Minutes
April 27, 2023, 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 5 Rep Sue Henderson; At-Large Representative Shanyn Avila, At-Large Newly Appointed Rep Michael Lingg. Library Staff Members – Patti Boardrow, Sarah Dentan, Curtis Lee, Susan Lilly, Andrea Rush-McNeel, Marco Sepulveda, Friends of the Library Representative(s) – Friends of the Modesto Library VP Beverly Schlegel; Friends of Patterson Library Gay Girard; Foundation President Susan Thomas

Absent: District 4 Rep Joshua Vander Veen

- I. Meeting was called to order by Stella Beratlis at 5:35 p.m.
- II. Sue Henderson was commended for her commitment to the Library. Appreciation was expressed for her dedication and many years serving on the Library Advisory Board.
- III. Consent Calendar
 - 1. Approval of Minutes from meeting held Jan. 26, 2023
The motion passed with unanimous approval.
- IV. Public Comment - none
- V. Report from County Librarian – Sarah Dentan

Steam Kits and Discover & Go (Museum passes, etc.) have been very popular.

The Palace Project - We received a \$75,000 grant for The Palace App, which allows as many people as want, to check out eBooks and audiobooks at the same time.

Recruitment

Three new positions were approved: Manager of Youth Services and Outlook, Collection Services Librarian, and Confidential Assistant III to help HR. We are hiring a full-time Library Assistant with Outreach Services. All Outreach positions have been changed to bilingual required. When COVID hit, part-timers couldn't work for us, so we're in the process of building back up. We've hired thirteen LA Sub Part-Time Extra Help workers so far. We work to develop our staff from within, so many part-time employee go on to become full-time.

Statistics

Circulation of physical materials is increasing and we are almost back to pre-COVID levels. Door count is not where we want to see it but it's moving in the right direction.



STANISLAUSLIBRARY.ORG



Presentation to the Board of Supervisors

Next year we will be doing some capital improvements.

We bumped up the book budget by 25%.

We're continuing to climb in circulation.

Program attendance – we were not doing in-person programs in 2021 so we don't have numbers to compare, but we did see 16,000+ kids in 2022.

489,000 came through the doors.

There were 2.6 million visits to the library website.

532 home delivery visits were made.

Partnerships include:

UC Cooperative Extension – Gardening Classes are one of our most popular adult programs.

Workforce Development – Classes, career resources, webpage available.

We want all county departments to know what the library does.

Dolly Parton's Imagination Library – All who sign up get a free book once a month until age 5 at no cost to them. A note to parents is included with each delivery.

California State Parks – 150 State Park Passes and Adventure backpacks are available for checkout.

Discover & Go – Passes to museums and other places are available with your library card account.

Annual Satisfactory Survey Results 2022 were very positive.

The County contributed \$10 million for facilities projects and the Library will be supplementing with fund balance.

VI. Staff Reports

1. IT Update – Andrea Rush-McNeel

All public computers have been updated.

Routed all help desk calls to go through ITC.

Updated Outreach equipment and iPad.

18 new printers.

Coming up: Network update phase 2. Telcion was awarded the contract which is at County Counsel for approval. Salida to start mid to late August.

Working with SirsiDynix on Horizon migration to BlueCloud. BlueCloud Analytics is a reporting tool that can be used for many manual reports we do, currently.

Moving Library internal SharePoint to Connect. Archiving documents. Evaluating what to move or remove. Creating a new storekeeper supply ordering system.

Cross training IT staff on reporting and application.

Looking at new self service kiosks.

Salvage area will be cleared of unneeded equipment to clear space.

New PA Systems for Salida and Modesto.

Getting support from SirsiDynix to update our public catalog pages.

Moving to Microsoft F3 licenses for part-time and substitute staff who don't have regular desk spaces, will help cut down on cost for licenses.

150 California Libraries are taking part in The Palace Project. There are 450 active users and they are focused on audiobooks.

Big, huge Broadband – California Library Association – Already helping the public.

Pushing out 50 new Chrombooks.

Literature about getting free wifi at home.

At Patterson Library they used a monitor to play a 7-minute “ad” about Library services.

2. Facilities Report – Marco Sepulveda

The last TV is back in our possession and going to Newman

Modesto – Boiler has been removed.

Deferred maintenance program.

Early design phase

Preliminary conversations

Riverbank/Newman have rain issues – want to divert water.

3. Budget Report – Curtis Lee

Curtis Lee reviewed the budget as of March 31, 2023, third quarter of Fiscal Year. (VI-3)

VII. Reports from Library Support Groups

1. Friends of the Library:

a. Modesto FOML – Beverly Schlegel shared that the FOML will staff a table to share information on Saturday. They like to recruit new members to grow their group. Yarning projects with Friends continue to add color and décor to the library. Project II – Under the Sea will be put up Monday. There will be a Used Book Sale May 6 outdoors on the portico. Scholastic Book Sale is scheduled for May 31 to June 5. Last year, Friends of Modesto Library had 180+ members. They've added new members since.

b. Patterson – Gay Girard reported that the FOPL had a book sale last week. They did well. \$833 was raised. They're talking about how to draw more people in. They are looking for ways to reach schools. They want to grow membership. There is a growing number of people coming into the library.

2. Library Foundation – Susan Thomas reported that Mike Lingg and Bob Nicholson have both come on Board. Volunteer Appreciation and Shining Star Awards event will be held this weekend. The Gala is Sept. 23.

3. County Ethics Training – A large part of the training was focused on elected officials. The Brown Act Regulations was most relevant for the Library Advisory Board. The law says the agenda needs to be posted 72 hours prior to the meeting. Be thinking of items for the meetings so they may be placed on the agenda and discussed. If items are not agendaized, they should not be discussed at the meeting. We are not supposed to have meetings outside of this meeting as a Library Advisory Board body. There are rules for having remote meetings, as well.

VIII. Action - None

IX. Discussion – None

X. Announcements – Stanislaus County Poetry Youth Post Laurette selection is in the final judgement phase. Fifteen people applied and three contenders will proceed to the final round. They'll be acknowledged at a SCOE meeting in September. There will be opportunities to hear from them.

XI. Agenda Building – Next meeting: July 27, 2023 at 5:30 p.m.

XII. Correspondence – None

XIII. Adjourned at 6:56 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**

		Fiscal Year 2023 As of March 31, 2023			
Revenues		YTD Actuals Mar-23	Legal Budget FY 2023	% of Budget	Target 75%
Sales Tax		\$ 8,974,144	\$ 14,000,000	64.1%	
Rents		495	500	99.0%	
Government Funding (Learning Quest)		431,660	429,667	100.5%	
Revenue from Services (fines, passports, copies)		243,988	302,400	80.7%	
Misc Revenue (book sales, donations, other)		116,917	105,250	111.1%	
Public Facility Fees (Turlock)		200,000	200,000	100.0%	
County General Fund (GF) Contributions:					
GF - Annual Contribution (Recurring)		650,108	866,810	75.0%	
GF - Infrastructure Investment (3 Years)		2,333,333	3,500,000	66.7%	
GF - Modesto Children's Museum (One-time)		166,667	250,000	66.7%	
Total Revenue		\$ 13,117,312	\$ 19,654,627	66.7%	75%
Expenditures		YTD Actuals Mar-23	Legal Budget FY 2023	% of Budget	Target 75%
Salary & Benefits		\$ 5,841,578	\$ 8,147,253	71.7%	
Books, Materials & Databases		700,772	863,386	81.2%	
Special Departmental Expense		40,303	347,123	11.6%	
Services & Supplies (S&S):					
S&S - Recurring Operations		1,667,999	3,476,256	48.0%	
S&S - Infrastructure Investment		-	3,500,000	0.0%	
S&S - Modesto Children's Museum		-	250,000	0.0%	
Inter County Expense		1,557,790	2,264,362	68.8%	
Fixed Assets/Improvements (vehicles, equipment & furniture)		23,519	291,941	8.1%	
Turlock Loan Payment		365,525	444,710	82.2%	
Total Expenditures		\$ 10,197,486	\$ 19,585,031	52.1%	75%
Net Income/(Loss)		\$ 2,919,826	\$ 69,596		
Fund Balance Summary		Amount			
Beginning Fund Balance		\$ 13,634,608			
Net Income (Loss)		2,919,826			
Ending Fund Balance		\$ 16,554,434			