

**SONOMA COUNTY LIBRARY**  
**Minutes**  
**Petaluma Regional Library Advisory Board**  
**October 27, 2021 4:00 p.m.**

The meeting was held via teleconference on Zoom

**ATTENDANCE:** LAB members: Gerry Groves, Carol King, Tim May, Karen Petersen, Emily Roeder, Erroll Stevenson; Library Commissioner Paul Heavenridge; City Liaison Mayor Teresa Barrett, Friends representative Maggie Kelly, Library Division Manager Sarah Vantrease, Branch Manager Diana Spaulding.

**ABSENT:** LAB Chair Marie Hinton, LAB Members Leslie Goodrich, Jan Everidge, Friends President Rory Keller, Celma Luster Supervising Librarian.

**GUESTS:** None

**1. CONVENING:** In the absence of Chair Marie Hinton, Vice Chair Tim May called the meeting to order at 4:02 p.m.

**2. MINUTES:** The previous meeting minutes of July 28, 2021 were approved. Erroll Stevenson moved, and Gerry Groves seconded.

**3. PUBLIC COMMENTS:** No written or verbal comments were received.

**4. DISCUSSION ITEMS:**

A. Youth LAB Member update (Diana)

Teen Services Librarian Karen Ballerini is advertising the opening at local high schools and working with high school librarians to publicize. Mayor Barrett asked for a job description for the City e-newsletter and Youth Commission. LAB concurred that two teens could share the position as previously.

B. Petaluma Refresh update (Diana and Sarah)

Sarah Vantrease explained that the bid documents are being written but the process is complex and time consuming due to the shared funding with the City of Petaluma and joint liability issues. Late February 2022 is still the goal for start of refresh. Kenilworth Teen Center, adjacent to the library, will be the temporary location, and the City and Library are finalizing that agreement prior to next steps of space planning and the installation of internet connectivity.

**5. ACTION ITEMS:** None

**6. REPORTS AND UPDATES**

*Reports and updates on library governance, management programs, services and support group activities as well as relevant City council activities. All items are for discussion only.*

**1.1 Library Commissioner's Report**

The archives have been moved to a safer location near the airport; the Group 4 is consulting on the creation of a Master Facilities Plan (see Commission agenda packet for details); SCL has hired a new CFO (Myrna Lopez) and a Fund Development Manager (Craig Palmer). At the October Commission meeting, Los Cien was honored.

**1.2 Library Director's Report**

Libraries will be closed for All Staff Day on 10/28. Racial Equity will be the focus and it's a hybrid online and branch in-person event. The Bibliobus is launching! Its first visit is to Healdsburg this weekend for Dia de los Muertos event, and it will be in Petaluma on 11/3 for tours. After branch tours, the Bibliobus will be attending community events, and can help out when the Petaluma branch is closed. The new (still temporary) Roseland branch is compact, fresh, and up-to-date—please stop by when you get a chance (address: 470 Sebastopol Road, Santa Rosa, CA 95407). Branch hours are same as Petaluma (M/T 12-7, W-Sa 9-6).

**1.3 Branch Manager's Report**

Highlights of report that was emailed to LAB: New staff includes two shelvers (Liam Laureyns and Doug Ballou), and adult services librarian (Joanna Price). New electronic resources include *Washington Post*, and *Wall St. Journal*, also a Spanish language ebook kids collection (MakeMake), and *Access Video*. New services: book bundles for adults or teens, Children's story times in the garden twice monthly. Outreach to schools and senior care centers is continuing, both in person and online. LumaCON is 1/29/2022.

LAB question: Will the Bibliobus be like a traditional bookmobile? *Sarah*: Not exactly, it's more oriented to special events and visits, and we can assess the need for more traditional bookmobile demand in rural areas. For now, SCL still contracting with Mendocino County to serve Gualala. LAB question: How does the hold suspension work? *Diana*: If a hold is suspended, then you will not receive a copy until after the suspension date is past. Your request continues to climb the hold queue while suspended.

**1.4 Friends of the Petaluma Library Report** FOL parking lot book sale on 10/3 netted \$1733.

**1.5 City Council Liaison Report**

Mayor Barrett expressed appreciation that the City is being a good partner with the library in planning the refresh. Petaluma won \$1 million "Cool Cities" grant for climate action, but grant will be administered independently. She will get Diana contact info for people in charge of the grant so the library can coordinate with materials such as energy saving toolkits.

**7. CROMWELL TRUST, BUFFUM TRUST, HOPKINS TRUST**

*Review of quarterly reports on special funds designated for the Petaluma Regional Library.*

Finance Committee Reports of September 30, 2021 fund balances:

Cromwell \$ 801,276.00  
Hopkins \$ 1,052,160.00

Per SCL accountant on 10/25/21, monies going to Petaluma Refresh from trust funds are:

From Bequests Fund***	
Cromwell	167,956
Hopkins	154,440
Buffum	178,257
Pet Friends Building Fund	283,857
<b>- Total Bequests Funding</b>	<b>784,510</b>

Buffum fund amount shown for Petaluma refresh is the total amount in the fund.

**8. ADVISORY BOARD INFORMATION ITEMS AND QUESTIONS**

LAB question: What is the age range for story times? *Diana*: Ages 0-5 at the garden story times. Comment from Karen Petersen: Last week artist Mary Fuller McChesney turned 99, and she may donate additional sculptures to the Petaluma Library.

**9. ADJOURNMENT** Meeting was adjourned at 4:52 pm.

Next meeting: Wednesday January 26, 2022 at 4:00 pm