**1. CONVENING & INTRODUCTIONS**

Meeting was called to order at 5:02pm by Loreen Atallah

Present: LAB members Faith Adam, Lisa Neuson, Glenn Brassington, Caryl Sherman, Catherine Crotty, and Loreen Atallah; Library Commissioners Barbara Mackenzie and Rachel Parker; Library Branch Manager Barbara Maes; Cotati City Council Liaison John Moore

**2. REPORTS & UPDATES**

**2.1. LIBRARY DIRECTOR'S REPORT**

No new updates per Barbara Maes

**2.2. BRANCH MANAGER'S REPORT**

Reported by Barbara Mackenzie: Facilities master plan was updates and renovations were recommended for certain facilities. Renovation recommendations are under review.

**2.3. LIBRARY COMMISSIONER'S REPORT**

No new updates per Barbara Mackenzie and Rachel Parker

**2.4. YOUTH MEMBER'S REPORT**

Reported by Glenn Brassington: Youth mental health resources were collected and sent to Terra Emerson, Teen Services Librarian

**2.5. FRIENDS OF THE ROHNERT PARK COTATI REGIONAL LIBRARY REPORT**

Reported by Barbara Mackenzie: Friends of the Library book sale was a great success made possible by many volunteers. The fundraiser brought in nearly $1000 on the first night and totaled almost $5000 over the course of the event. Discover Books will collect all leftover books for recycling. Leftover books are also donated to teachers and to the jail. Suggestions may be made for utilization of other remaining books. In collaboration with a project at SSU, they will be taking oral histories for Friends of the Library interviews. Please connect with Barbara Mackenzie if you are interested in being interviewed.

**2.6. CITY COUNCIL LIAISONS' REPORTS**

Reported by John Moore: Cotati is finalizing the housing update plan. The Cotati Historical Society is also taking signups for walking tours of Cotati.

**3. PUBLIC COMMENTS**

**4. ACTION ITEMS**

**4.1 LAB EVENT: ROHNERT PARK FARMERS MARKET THEME**

* LAB outreach events will be held in collaboration with the Friends of the Library mini book sales on the following dates at the Rohnert Park Friday Farmers Markets: Friday June 3rd, Friday July 8th, and Friday August 26th
* Suggested themes:
  + Global Theme/Inclusivity
    - Highlight multicultural library resources and books and media in other languages
  + Family/Children’s Theme
    - Highlight library activities and programs
  + Youth/Teens Back to School Theme
    - Highlight teen mental health and wellness resources
* Giveaways were discussed including a prize wheel with gifts such as library swag, notebooks and pens, candy from different countries
* Will look into bringing the Bibliobus and having events at the Cotati Farmers Market on Wednesday nights as well (1-2 events for the summer)

**4.2 LAB EVENT: VOLUNTEER SIGN UPS**

* Spreadsheet to be sent out for volunteer signups
  + Planning/coordination session at Rohnert Park Library
  + Event Setup from 4-5 pm on all 3 dates listed
  + Event Volunteers from 5-7pm on all 3 dates listed
  + Takedown/cleanup from 7:30 – completion on all 3 dates listed
  + Cotati dates TBD

**5. DISCUSSION ITEMS**

**5.1 LAB BUDGET EXPENDITURES**

* LAB has a $500 budget per fiscal year (ending June 30th)

**7. ADVISORY BOARD INFORMATION ITEMS**

**8. ADJOURNMENT**

Meeting was called to be adjourned at 6pm

Next regular meeting: Tuesday, June 21, 2022 at 5:00 p.m