

**Petaluma Regional Library Advisory Board
Sonoma County Library
MINUTES**

Wednesday, April 26, 2023 at 4:00 p.m.
At the Petaluma Regional Library Forum Room
100 Fairgrounds Drive, Petaluma, CA 94952
And via Zoom: <https://us06web.zoom.us/j/82132280617>

Present: LAB Chair Tim May, LAB members Jan Everidge, Gerry Groves, Leslie Goodrich, Andrew Heller, Carol King, Ian Livie, Karen Petersen, Mia Wood; Friends President Rory Keller, City Liaison Mayor Kevin McDonnell; Library Branch Manager Diana Spaulding; Library Division Manager Barbara Maes.

Absent: LAB Members Emily Roeder and Erroll Stevenson. Library Commissioner Paul Heavenridge attended the meeting via teleconference in accordance with Government Code Section 54953(f).

1. CONVENING—*Meeting convened at 4:05 pm*
2. APPROVAL OF THE MINUTES OF THE MEETING OF January 25, 2023 – *Minutes approved*
3. PUBLIC COMMENTS—*No public comments received.*
4. DISCUSSION ITEMS
 - 4.1 Brown Act clarification on meeting requirements and remote participation post-COVID emergency rules.
Diana distributed copies of and briefly reviewed the Brown Act Teleconferencing Rules updated for 2023 which limits LAB members' online participation for in-person LAB meetings.
 - 4.2 Debrief on Volunteer Leadership Recognition event and upcoming Measure Y Campaign.
The lunch event received positive reviews. The group briefly discussed the renewal of the library sales tax measure (new version of "Measure Y") expected on the 2024 ballot.
 - 4.3 Plans for unveiling of Marie Hinton memorial recognition on the Library Tree.
Tim, Carol, and Jan will work with Diana to plan a small occasion in conjunction with a reading-related library event.
5. ACTION ITEMS
6. REPORTS AND UPDATES
 - 6.1 Library Commissioner's Report (Commissioner Paul Heavenridge)
Commissioner Heavenridge updated the group on the Commission's early April budget meeting which showed the library in good financial condition, and noted a resolution was passed to honor library staff during National Library Week, April 25-29. The Measure Y Oversight Committee is looking for honorary chairmen for the tax renewal campaign, and

planning outreach to other organizations. The library staff may not campaign during work hours.

6.2 Library Director's Report (Barbara Maes)

A third-party interpretation service has been approved to begin offering phone interpretation for patrons speaking other languages. Highlights of the Public Service section of the April Budget meeting presentation include the new Community Engagement department, a Juvenile Hall librarian position (.5 FTE), and expanded Lunch at the Library program. Tim asked about any new online services or e-resources.

6.3 Branch Manager's Report (Diana Spaulding)

Lunch at the Library this summer will hire two teen interns to paid, 15-hour/week positions to oversee the lunch service and arts and crafts time, plus offer them employment workshops. The branch refresh project is progressing with selection of OrangeBox Air3 study PODs. A Commission vote on May 3 is needed to move the architects' scope of work plan forward. March was a very busy month with 16178 in-library patron visits versus a normal range of 12,000-14,000.

6.4 Friends of the Petaluma Library Report (Rory Keller)

Good results from last book sale, over \$4000. Upcoming sale is May 16-21. Rory is stepping down from leadership and the Nominating Committee is seeking candidates.

6.5 City Council Liaison Report (Kevin McDonnell)

Major projects are the Fairgrounds, new skate park in Lucchesi Park, and budget process in May. Discussed potential for parking issues in the library's lot with new apartments across E. Washington St.

7. CROMWELL TRUST and HOPKINS TRUST

Review of quarterly reports on special funds designated for the Petaluma Regional Library. Balances per Accounting: Cromwell--\$641,305 (\$3861 gain); Hopkins--\$908,825 (\$5471 gain). The earnings money is spent based on Library Manager proposals with approval from LAB.

8. ADVISORY BOARD INFORMATION ITEMS AND QUESTIONS

Concern was expressed about unsheltered people camping at the Kenilworth Teen Center. Mayor McDonnell suggested the public comment period at the next City Council meeting where the planning for homeless services is on the agenda as a good time for input. Part of the City's response to homelessness issues is the SAFE Team which assists people with mental health and substance abuse problems.

Hearty congratulations were given to LAB Members Mia Wood and Andrew Heller who will be enrolling at Lewis & Clark University and Dartmouth College, respectively, in the fall.

9. ADJOURNMENT—Meeting adjourned at approximately 5:10 pm

Next meeting: Wednesday July 26, 2023 at 4:00 pm (in person in the meeting room of the Petaluma Library)