

**DRAFT MEETING MINUTES Sebastopol Library Advisory Board September 27, 2023, 4:30 p.m.  
Location: Sebastopol Library 7140 Bodega Avenue, Sebastopol 95472**

In Attendance: Chair: Kee Nethery, Vice Chair: Walt Frazer, Mary Shiff, Helena Whistler, Stephanie Elliot, Una Hall, Jennifer Petersen Hunter, Youth Member: Jack Beiswenger, Youth Member: Isabella Ruder-Zilbe, Library Division Manager Barbara Maes, Acting Branch Manager Jason Duran

**1. Call to Order:**

Kee Nethery called the meeting to order at 4:36.

**2. Introductions**

Introductions were made.

**3. Approval of Agenda**

Agenda was approved.

**4. Approval of Minutes**

Minutes from July 26, 2023, meeting approved after review.

Minutes from August 15, 2023, special meeting approved after review.

**5. Announcements:**

There were no announcements.

**6. Public Comment on non-agenda items:**

There was no public comment.

**7. Discussion Items**

**A. Security Cameras**

The Board discussed the County Libraries plans to install security cameras at the branch. Frazer expressed concerns about plans not being shared with the LAB. He cited correspondence from earlier in the year from a county library employee to a Sebastopol city employee.

A contractor had done a site visit earlier in the day (9/27/2023) to create a plan to install a new badging system, in addition to cameras. LAB members would like to know more

about the badging system and which doors would be badged.

Engbarth described the group's frustration about not having answers to questions the LAB has been asking and not having an explanation on the justification and role of cameras.

Acting Branch Manager Duran explained that SCL branches have experienced numerous security incidents, and that the Administration has been looking at ways to increase patron and staff safety. Staff have received training on de-escalation and responding to active shooter incidents. Safety and security issues are tracked at each branch and shared across the system.

Chair Nethery questioned the efficacy of badging security in some areas.

Frazer wanted to know specifics, including the placement of the cameras. Whistler agreed that more information would be helpful. Elliot wanted to know how the LAB would be kept informed.

Councilman Zollman explained that there is a process in place and that permission to install cameras must come from the city and that the community would be able to voice their concerns. Maes concurred.

Frazer wanted to call for a vote on the matter of security cameras however Commissioner Engbarth explained that it would be improper procedure since the item had not been put on the agenda as an action item with a motion attached. This item can be added to the next LAB agenda. The Board also has the option of calling a special meeting for such a vote.

Frazer wanted to be sure that there was an action item for this on the next meeting agenda.

#### **B. HVAC (heating/cooling) system**

Frazer asked why the controls for the branch's HVAC system are centrally controlled rather than set by each branch location. Division Manager Maes explained that this was true of all SCL branches and not an uncommon practice generally. Centralized control reduces the potential for damage to the control units, which are costly to maintain and replace.

Petersen Hunter said that, from her own experience, she knows how costly it is to maintain such systems and how damage can occur if too many try to access the controls.

**C. Gauging interest in moving the library to a new location down the street, across from the Veterans’ Hall. If a poll were to be released to the public, what questions should be included?**

Councilman Zollman introduced the potential for a moving the library to a new location that would allow it to expand. He wanted to develop questions for a poll that could go out to the public. Zollman also said he was aware of how the community loved the library and its existing site.

Zollman believes one possibility for funding the project would be setting up an Enhance Infrastructure Financing District (EIFD) which designates a portion of property tax to be used for financing infrastructure. Zollman sees the potential to enliven an underdeveloped area while expanding the library, as well as allowing City Hall more space at the current library site. He said there was also the potential for further mixed-use functions at the new site.

Zollman also underscored concerns about the city’s budget and that no new city expenditures would be made until the budget is fixed. As such, he felt that it was important to look at land already owned by the city and consider alternative development tools like forming an EIFD, something he learned about from County Supervisor Hopkins.

Engbarth talked about existing Library mixed-use projects that combined services at one site.

**D. Public Comment**

There was no public comment.

**8. Reports**

**A. Commissioner’s Report**

Commissioner Engbarth reported that the Library Commission is looking at budget issues. The next Commission meeting is scheduled to be held the following week (October 10).

Engbarth also wanted to draw the LAB’s attention to recent Library reports:

- Redefining the Library Experience: Findings from the 2023 OCLC Global Council Survey
- PEN America, School Book Bans: The Mounting Pressure to Censor
- ALA releases Preliminary Book Ban Data

**B. Admin Report**

Maes highlighted a new library promotion, a map with all the SCL locations featured.

The promotion includes stickers that patrons can collect as they visit each location. The map also features contact information for each location, highlights services and collections, and provides an inclusive welcoming message.

#### **C. City Liaison Report**

Councilman Zollman had nothing further to report.

#### **D. Youth Report**

Beiswinger offered that many in his generation are less concerned with the privacy issue around cameras in public places. He stated that safety and protection of property was important to him and that cameras were installed at his school.

Ruder-Zilber stated that many of her peers were still concerned about privacy and that you might find more of a split in opinion among them.

#### **E. Sebastopol Regional Library Report**

Acting Branch Manager Duran offered a summary of the written report submitted, highlighting representative programs and attendance.

Duran also addressed the recent AQI closures, explaining the SCL closure threshold (AQI averaging 101 or over a thirty-minute period (misstated in report as 99 average AQI over thirty minutes in written report). There were two closures during the prior week, totaling 3.5 hours over two days. Duran also explained that the AQI was measured by a sensor installed in the main room of the library, just outside the Teen section. Additionally, there are three air scrubbers inside the main room.

Maes explained that the closure threshold was under review.

#### **F. Friends of the Library Report**

Friends chair Fujita reported that, while sales were certainly impacted by the library AQI closures, the Friends still managed to make over \$3,000 in sales.

Also, the Friends received a generous donation from a local nonprofit that was closing its books. This donation is intended to help fund the social services work of the library, including Social Service Day and continuing to fund the one-way bus passes.

### **9. Agenda Items for Next Meeting: November 29, 2023, 4:30 pm, at Sebastopol Regional Library, 7140 Bodega Ave, Sebastopol, CA, 95472**

Action item to be added regarding security cameras.

### **10. Additional Public Comment**

There was no public comment.

**11. Adjourn**

Chair Nethery adjourned the meeting at 6:00PM.