

DRAFT MEETING MINUTES

Sebastopol Library Advisory Board

January 31, 2024, 4:30 p.m.

Location: Sebastopol Library 7140 Bodega Avenue, Sebastopol 95472

Attendees: Kee Nethery, Mary Shiff, Tong Ginn, Dena Bliss, Helena Whistler, Stephanie Elliot, Una Hall, Jack Beiswenger, Fred Engbarth (Commissioner), Stephen Zollman (City Council Liaison), Barbara Maes (Library Administration), Mathew Rose (Branch Manager)

1. Kee Nethery called to the meeting to order at 4:36 pm
2. Consent Items: Agenda was approved and minutes from November 29, 2023, were approved.
3. Announcements: None.
4. Public Comment on non-agendized items. Public comment is limited to three (3) minutes per topic, unless otherwise noted: Public comment regarding guest pass use for youth. How does the library balance youth access and parental permission in its use of guest passes and library cards?
5. Regular Agenda Items:
 - a. Creation of ad-hoc committee to propose agenda items for All LAB Day
 - i. The All-LAB meeting is tentative for April. Agenda item suggestion due prior to March. Dena Bliss and Helena Whistler volunteered to brainstorm and suggest agenda topics. The LAB passed a motion to “accept the ad-hoc submissions as representative of the entire LAB” unanimously. Several suggestions shared at the meeting were: JPA History, JPA review, Roles of LABs. Councilmember Zollman suggested for JPA Review to include equitable expenditures on facilities across all branches, communication of library decisions from administration to library constituents, including city partners. Commissioner Engbarth suggested in JPA Review: community engagement in budget process.
 - b. Survey of the Sebastopol community on wants and needs of their library
 - i. As part of the Library Ad-hoc committee formed by the Sebastopol City Council, there is a need for community input. The role of the LAB includes gathering and communicating community input. The LAB had developed a tool to aid in gathering input. Mathew Rose will locate the aid and forward it to the LAB. The ad-hoc will develop questions. Next steps to discuss at March meeting.

c. By-law updates

- i. Language pertaining to the calling of special meetings from the Brown act to replace current language on special meetings in the bylaws.

6. Reports:

- a. Commissioner's Report: Commissioner Engbarth discussed a few items from his written report: 2024 is a busy year: JPA review is due, tax measure is being prepped for the November ballot, the budget is currently being drafted, and the EIFD / ad-hoc survey is starting. Commissioner Engbarth recommended the LAB review the JPA, and also look at the Santa Rosa Community Advisory Board as an example of good community engagement. Needs assessments and the comments in a Library Strategies report was also highlighted.
- b. Admin Report: Holiday closures were shared. Statistics from 2023 were shared. The Laptop Kiosk roll-out and Bibliobox project was shared. Renovation announcements were made for Healdsburg and Petaluma, and new carpet for Windsor.
- c. City Liaison Report: Councilmember Zollman reported on the structural deficit and the need for more revenue. Discussion of EIFD and Ad-hoc goals and timelines were shared.
- d. Sebastopol Regional Library Report: Gratitude was shared for the hard-working staff at the Sebastopol Library.
- e. Youth Report: Jack Beiswenger shared that limiting access for youth won't be effective. Youth will find a way to get what they want.
- f. Friends of the Library Report: The most recent book sale earned \$3,573, the most of any sale since Covid reopening. The Friends happily support the library programs, two of which are the Teen Game Lounge and a US Citizenship Course.

7. Agenda Items for Next Meeting: March 27, 2024, 4:30 pm at Sebastopol Library, 7140 Bodega Avenue, Sebastopol, CA 95472

- a. Library and computer use for youth in relation to parent wishes.
- b. Library ad-hoc committee survey questions and gathering community input.
- c. JPA review and suggestions for improvement.

- d. Scheduling pattern of LAB meetings.
 - e. Status of security camera use at the library and permission of the Sebastopol City Council status.
8. Additional Public Comment: None
9. Adjourn: 5:53 pm