

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

Wednesday, July 24, 2024 at 4:00 p.m.

At the Beverly Wilson Hall, Gnoss Concourse, Petaluma Fairgrounds
Petaluma, CA 94952

Present: Library Commissioner Paul Heavenridge; LAB Chair Tim May, LAB members Emily Roeder, Erroll Stevenson, Ian Livie, Jan Everidge, Josh Simmons, Karen Petersen, Lisa Lim; City Liaison Councilmember Dennis Pocekay; Library Branch Manager Diana Spaulding, Deputy Director Dara Bradds
Absent: LAB Members Carol King, Mara Birnbaum; Library Division Manager Barbara Maes, Friends President Maggie Kelly.

1. CONVENING – *Meeting convened at 4:02*
2. APPROVAL OF THE MINUTES OF THE MEETING OF April 17, 2024 – *Minutes approved.*
3. PUBLIC COMMENTS – *No public comment*
4. DISCUSSION ITEMS
 - 4.1 Cromwell and Hopkins Trust history and procedure for expenditures
LAB Chair Tim Mays suggested a task force be formed to write a history of the bequests from Cromwell and Hopkins families for the benefit of current and future LAB members. Tim, Josh, Jan, and possibly Carol will participate with the goal of compiling a report for the Oct. LAB meeting.
 - 4.2 Presentation to Library Commission – Josh, Dennis, Lisa, and Tim will start with Ali Ongaro’s slides about outreach and create a Petaluma LAB presentation for the Library Commission. Suggested topics to add: why public/LAB participation matters, inclusion, quotes from LAB members on why they’re involved. Presentation to be approved by LAB at Oct. 23 meeting and submitted for Nov. or Dec. Commission meeting.
 - 4.3 LAB member recruitment – *To replace Allison Ongaro (who accepted a job with SCL), Commissioner Heavenridge will make public announcement, Dennis will announce vacancy at City Council. Applications will be due 9/25 with goal for Nov. Library Commission vote, and informal attendance at Oct LAB. Diana will publicize vacancy on Facebook and with poster in library. Diana will send link for applications to LAB members and list of library outreach options.*
5. ACTION ITEMS
 - 5.1 LAB Chair and Vice Chair elections – *Joshua Simmon was nominated and accepted nomination with provision that leadership of the outreach sub-committee be on the Oct agenda. LAB elected him Chair for one-year term, renewable in July 2025. Jan Everidge was nominated to continue as LAB Vice Chair another year; she accepted and was elected. LAB members expressed heartfelt gratitude to Tim May for his many years of dedicated leadership. Thank you, Tim!*

6. REPORTS AND UPDATES

- 6.1 Library Commissioner's Report -- *Commissioner Heavenridge reported that the Commission voted to approve placing the sales tax renewal measure without a sunset provision on the Nov. 2024 ballot. It will be Measure W. Debra Doyle is continuing as Commission Chair with Brooke Green as Vice Chair. Described the Book Sanctuary resolution by SCL. Tim requests from library administration a communication describing the limits of what LAB members may and may not do in regards to Measure W.*
- 6.2 Library Director's Report -- *Dara Bradds reported that Petaluma renovation is underway, and the Mini branch is operating well. Rohnert Park Cotati library is very busy as some patrons are going there. The Healdsburg Library modernization starts at the end of August, then Windsor Library will receive new carpet and furniture. Dara will get information on election limits for LAB members.*
- 6.3 Branch Manager's Report – *Diana described the operations of the Mini library and staff reassignments to other branches. Contract bids were received for the renovation and the contractor will be chosen and the bid approved at the next Commission meeting. The LAB expressed gratitude to the library staff for their outstanding effort at setting up the Mini branch and asked what they could do for staff. Suggestions were gifts of food and flowers. LAB members requested that an action item on next LAB agenda be allocation for staff appreciation.*
- 6.4 Friends of the Petaluma Library Report – *No report from FOL*
- 6.5 City Council Liaison Report – *Dennis will present LAB vacancy at City Council meeting.*

7. CROMWELL TRUST and HOPKINS TRUST -- *Current totals: Cromwell \$662,953 and Hopkins \$939,505, inclusive of earnings.*

8. ADVISORY BOARD INFORMATION ITEMS AND QUESTIONS – *LAB members mentioned some of the many local events upcoming such as Petaluma Pride on Oct. 12 in the Fairgrounds. General Plan Update and Land Use Framework feedback opportunities from the City are pending.*

9. ADJOURNED at 5:18 pm

Next meeting: Wednesday, Oct. 23, 2024 at 4:00 pm. Location TBD.