

DRAFT MINUTES

Sebastopol Library Advisory Board Meeting

December 11, 2024, 4:30 p.m.

Location: Sebastopol Regional Library 7140 Bodega Avenue, Sebastopol 95472

Attendees: Dena Bliss (Chair), Kee Nethery (Vice Chair), Mary Shiff, Tong Ginn, Stephanie Elliot, Isabella Ruder-Zilber, Jack Beiswenger, Una Hall, Susan Fujita, Stephen Zollman, Barbara Maes Library Administration), and John Koetzner (Interim Branch Manager).

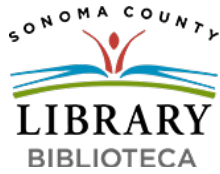
PUBLIC COMMENT

Public comments may be submitted in writing prior to the meeting or orally during the meeting. Written comments may be submitted via email to sebastopol@sonomalibrary.org. Written comments will be read aloud by the recording secretary and added to the record. Put the Agenda item Number, if known, in the subject line of the email. Email comments must be received at least 20 minutes prior to the start of the meeting.

Comments may also be submitted orally, live – Oral comments may be given during the meeting.

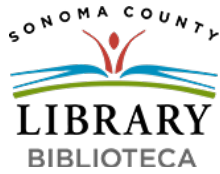
1. Call to Order : The meeting was called to order at 4:35 pm by Chair Dena Bliss.
2. Introductions – Members attending the meeting introduced themselves.
3. Consent Agenda Items:
 - a. Approval of Agenda: Kee Nethery moved to approve. Stephanie Elliot seconded.
 - b. Approval of September, 25 2024 meeting minutes: Stephanie Elliot Moved. Una seconded.
4. Announcements: None
5. Public Comment on non-agendized items. Public comment is limited to three (3) minutes per topic, unless otherwise noted.

A member of the public called for some recognition for former Sebastopol Librarian Matthew Rose and his contributions to the community.
6. Regular Agenda Items (Discussion and/or Action):
 - a. LAB goals for 2024-25: One item of discussion was a LAB task force to develop a LAB Open House. Tong Ginn, Una Hall, and Isabella to meet to develop. It was also tasked with developing a survey of Sebastopol residents (moving that item on



the agenda into this item.). That would help inform the goals for the LAB moving forward.

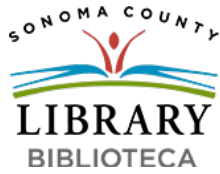
- b. Handicap Access for public restrooms – Barbara Maes noted that Sonoma County Library has a facilities master plan and that the bathrooms are currently ADA compliant, and the Facilities Master Plan outlines what future work will be done. The Facilities Master Plan will be discussed further at a later date.
- c. Survey of Sebastopolians: (This was tasked to the LAB Task Force in item 6a.)
- d. City Attorney’s letter re: JPA – Sebastopol Mayor Stephen Zollman said he had been attending the ad hoc group on a future larger library in Sebastopol, but said it was in danger if people didn’t get involved and understand the JPA. He said they have five more months of having city people working with the ad hoc committee if people don’t start getting more involvement. He then discussed setting up a web page on the city website with a flowchart for citizens of Sebastopol to give input, but he also noted that many people are happy with the way library works for them currently and that it’s doing what they want it do for holds, programs, etc. He also noted that the branch is pretty small compared to other cities in the county such as Rohnert Park.
- e. Change time of LAB meetings: It was moved and approved to change the LAB bylaws to change the meeting date of the LAB to the second Wednesday of the month and to do it in even months. **Next meeting will be February 12, 2025 from 4:30-6 pm Other dates for 2025: April 9, June 11, August 13, October 8, and December 10.**
- f. Communication/Liaison to other SCL Library Advisory Boards: Kee Nethery passed out an information sheet about the library JPA and said there was exploration of whether or not the LAB was indeed needing to be treated as a Brown Act Committee or whether it was just a opinion and fact gathering group that reported to its local commissioner. (See attachment A)
- g. Attending Library Commission meetings – Chair Bliss noted that there was not much response. Una said she may attend the next Library Commission meeting in person.
- h. Collaborative letter (Tabled for now.)



- i. Cybervivics: Stephanie Elliott noted that she sent an email to Director Erika Thibault about the subject and was waiting to hear back. The discussion also branched into a discussion of branch resources. Isabella Ruder-Zilber suggested engaging younger people through social media on the topic. It was also suggested that maybe the LAB Task Force could look into this as well.
- j. Bequest to Sebastopol Library – Sebastopol Mayor Stephen Zollman said that the Johnson bequest is in the bank, but that is not clear how the city and SCL will work how the money gets used for the community. He would like to see it applied toward building a new library possibly along with other monies in the future. He said both the library attorney and the city attorney are looking at how the money can be used. It is accruing interest in the account it is in.
- k. \$500.00 stipend (Tabled for now.)
- l. Booth at Farmer’s Market – (Tabled for now.)

7. Reports

- a. Library Commissioner: None this meeting.
- b. City Liaison: Sebastopol Mayor Stephen Zollman gave his information as part of the agenda when looking at item 6d regarding the JPA.
- c. Library Administration: Library Division Manager Barbara Maes reported the Windsor branch was closing for 2 months for new carpeting and that they would operate as a mini branch with some staff moving to other branches. She also noted Winter reading was beginning December 15th, and she highlighted that Measure W passed and secured funding the current hours and staffing at the library.
- d. Youth Report: Jack thanked the rest of the LAB for having him on the LAB. He said it has been a valuable experience for him.
- e. Branch Manager (submitted in writing): See attachment to these minutes.



- f. Friends of Sebastopol Library: Sue Fujita noted that the Friends support the many book clubs at Sebastopol Library. She also noted that Friends will have a book sale in January, that there was an upcoming Friends/Foundation meeting, and that Friends membership is still just \$5.00 a year.

8. Agenda Items for Next Meeting: February 12, 2025 at 4:30 pm, at Sebastopol Regional Library, 7140 Bodega Ave, Sebastopol, CA, 95472
 - a. Task Force
 - b. Farmers Market tabling
 - c. Collaborative letter
 - d. \$500.00 stipend

9. Meeting Adjourned: 6:00 pm – moved by Mary and seconded by Kee.