

AGENDA
Sonoma County Library
Cloverdale Library Advisory Board
Cloverdale Regional Library Forum Room
401 N. Cloverdale Blvd, Cloverdale CA 95425
Tuesday, February 18, 2025
6:00 PM
Regular Meeting

LAB Members & Year Term Ends

Chair - Joel Smith (2027)

Vice Chair - Susan Clark (2027)

Diane Bartleson (2025)

Alfonso Gaitan (2027)

Candi Delgado (2027)

Kate Tsunoda (2027)

Youth Member – *Vacant*

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Cloverdale City Council Liaison – Brian Wheeler

Friends of the Library Liaison – Susan Clark

Cloverdale Library Commissioner – Brooke Greene

Cloverdale Branch Manager – Nicole Bird

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The LAB meets from 6-7 pm the 3rd Tuesday of the following months: February, May, August, and November

PUBLIC COMMENT

Public comment may be submitted in writing prior to the meeting or orally during the meeting.

- *Orally, Live* – Oral comments may be given in person. You will be prompted when it is time for public comment, at which time those who are interested in making a public comment will be given the opportunity.
 - When the Chair of the Library Advisory Board calls for public comments for the agenda item you wish to comment on, please raise your hand and wait for the Chair to acknowledge you.
 - Please take all precautions to minimize meeting interruption. Public comments are limited to three minutes apiece. Failure to comply with this and other instructions may result in removal from the meeting without the ability to rejoin.
- *Electronic Writing* – Written comments may be submitted via email to cloverdale@sonomalibrary.org . Contact information is available in event details below. Written comments will be read aloud by the clerk 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.

1. CALL TO ORDER

2. APPROVAL OF MINUTES OF 5-21-24 & 8-20-24 & 11-19-24

3. PUBLIC APPEARANCES

An opportunity for members of the public to address the Library Advisory Board; times are limited to 3 minutes and may be changed at the Library Advisory Board's discretion.

3.1

4. SPECIAL ANNOUNCEMENTS & INTRODUCTIONS

5. ACTION ITEMS

5.1 Approval of Cloverdale Library Advisory Board Mission Statement

5.2 Approval of the Bylaws changes.

6. DISCUSSION ITEMS

6.1 Quorum Requirements

6.2 LAB Chairs Quarterly Meetings (purpose, questions, revised LAB Handbook)

6.3 Inviting community organizations to be guest speakers at LAB meetings

6.4 Santa Rosa LAB annual report to the Library Commission

7. REPORTS

Reports and updates on library governance, management, programs, services and support group activities as well as City Council matters. All items are for discussion only.

7.1. Library Director or Designee Report

7.2. Branch Manager Report

7.3. Library Commissioner Report

7.4. Youth Member Report

7.5. City Council Liaison Report

7.6. Friends of the Library Report

8. ADVISORY BOARD INFORMATION ITEMS

An opportunity for Members to present brief, factual information about their library, respond to public comments, place items on the next agenda, or request information from the Library Commissioners, Director or Branch Managers.

9. FOLLOW-UP & NEXT STEPS

A review of follow-up responsibilities for members and staff.

10. ADJOURNMENT—Next meeting: Tuesday, May 20 2025 6:00-7:00 pm

Action Items

Cloverdale LAB Mission - V1 (drafted by Kate Tsunoda)

Our mission is to make recommendations to the library administration so that it may bring information, ideas, and people together to build a stronger Cloverdale. We do this by 1) representing the views of the Cloverdale community to the Cloverdale Library and Sonoma County library system --- in order to provide the administrators with feedback on operations, policies, and new initiatives and 2) communicating news and information about the Cloverdale library and the Sonoma County library system to the Cloverdale community in order to spread awareness, enhance engagement, and grow support.

Bylaws Revision

Membership

The Board shall consist of no more than ten members who must be residents of the service area of the Cloverdale Regional Library. They shall be appointed by the Library Commission upon the recommendation of the Commissioner appointed by the City of Cloverdale. Said membership shall be for a **three-year term, with the option to renew at the end of each term**. The City Mayor or a City Council member designated by the Mayor shall be an ex-officio member of the Board but shall have no voting privileges.

One member shall be a youth member with full rights and privileges of Board membership. The youth member shall be appointed in the normal manner, upon application of a person in grades 9 through 12 and junior college.

Discussion Item

Santa Rosa LAB Annual Report to the Library Commission

<https://sonomalibrary.civicweb.net/document/76874/?splitscreen=true&media=true> The report starts at 1:02:20 on the video.