



Tulare Library Advisory Board Meeting
 Tulare Public Library | 475 North M Street | Tulare, CA
October 17, 2018, at 4:00pm | TPL Charter Room

Facilitator: Lisa Hollingshead | **Minutes:** Jane Zikratch

Attendees: Lisa Hollingshead; Ellen Baker; Michelle Lippincott; Terry Sayre; Donna Schauland; Rob Hunt; Brian Beck; Heidi Clark; Melissa Emerson; ~~Mollie Roache~~; Jane Zikratch

City of Tulare Mission Statement: To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper

Minutes

Topic	Speaker	Time
I. CALL TO ORDER 4:01pm by Board member Schauland	Lisa Hollingshead	2
II. CITIZEN COMMENTS: This is the time for citizens to comment on items within the jurisdiction of the Advisory Board. The Board cannot legally discuss or take official action on citizen comments that are introduced today. Each speaker will be allowed 3 minutes, with a maximum of 10 minutes per item, unless otherwise extended by the board. None	Lisa Hollingshead	2
III. COMMUNICATIONS: Communications are to be submitted 10 days prior to a meeting to be considered for this section of the Agenda. No action will be taken on matters listed under Communications; however, the Board may direct staff to schedule issues raised during Communications for a future agenda. Citizen comments will be limited to 3 minutes per topic, unless otherwise extended by Board. None	Lisa Hollingshead	2
IV. ITEMS OF STUDENT INTEREST <ul style="list-style-type: none"> Brian Beck said that we should have the student representatives by the first of the year. 	none	5
V. CONSENT CALENDAR: All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion. <ul style="list-style-type: none"> Approval of Minutes – September 19, 2018 Board Member Lippincott moved to approve minutes as presented. Second by Board Member Sayre. Motion passed unanimously. <ul style="list-style-type: none"> Approval of language change: unattended belongings The proposed policy change for conduct not allowed adds: <i>“Leaving personal belongings unattended on library ground, either inside or outside. The library is not responsible for loss damage or theft.”</i> Director Hunt and Library Manager Clark both emphasized how this protects the library from false claims and from becoming a storage area. Board Member Sayre moved to approve motion as presented. Second by Board Member Lippincott. Motion passed unanimously.	Lisa Hollingshead	2
VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS None	Lisa Hollingshead	2

<p>VII. GENERAL BUSINESS</p> <ul style="list-style-type: none"> Community Services updates - none Snapshot of Stats & Wi-Fi data <p>September is generally up, passport numbers are up.</p> <ul style="list-style-type: none"> Programs & Outreach (Spooktakular; Loteria; Antique Roadshow; Job Fair; Health Resources Support etc.) <p>Librarian Emmerson reported that the Spooktaacular was very successful: "We had between 175-200 total at the carnival; 100 total attending the costume contest with 50 participating".</p> <p>The Loteria was in celebration of Hispanic heritage month. The participants were happy and subsequently registered for the upcoming adult craft/bingo night.</p> <p>The Antique Appraisal event will be this coming Saturday.</p> <p>This Friday will be the Job Fair in partnership with the Tulare Kings Hispanic Chamber of Commerce. 30 vendors are scheduled.</p> <p>The upcoming Health Resources Support Group will include a speaker from Social Security to inform & answer questions.</p> <p>Librarian Roche had her baby. He is Eliot Francis.</p> <p>Interviews for the library assistant position went well. The person should be in place soon.</p> <ul style="list-style-type: none"> Suggestions from the Board <p>Board member Lippincott suggested we consider other events for Halloween that focus less on candy. She was pleased to learn that the goody bags only contain two pieces of candy.</p>	<p>Lisa Hollingshead</p> <p>Rob Hunt</p> <p>Heidi Clark</p> <p>Library Staff</p> <p>Board Members</p>	<p>3</p> <p>10</p> <p>10</p> <p>10</p> <p></p>
<p>VIII. ITEMS OF BOARD MEMBER INTEREST</p>	<p>Lisa Hollingshead</p>	<p>2</p>
<p>IX. SET DATE AND TIME OF NEXT MEETING</p> <ul style="list-style-type: none"> December 19, 2018, at 4pm 	<p>Lisa Hollingshead</p>	<p>2</p>
<p>X. ADJOURNMENT</p>	<p>Lisa Hollingshead</p>	<p>1</p>
		<p>53</p>

Library Stats 2018	May	June	July	Aug	Sept
Library visits / Door count (801)	11,292	13,037	13,141	10,528	12,233
New cards	208	334	307	333	356

Children's Programs (824) TOTAL	26	26	22	19	23
Children's Program Attendance (825) TOTAL	722	1352	354	325	486
Adult Programs(820)	13	15	14	18	15
Adult Program Attendance (821)	123	140	285	166	305

Public Internet Computer Uses (# of Sessions)(859)	1,871	1,933	1,984	2,007	1,655
Virtual Visits to the library website(860)	6,394	6,841	7,691	10,739	9,472
Wireless sessions(861)	1,702	5,280	4,040	5,405	4,620

TOTAL VOLUNTEER HOURS	924	952	913	995	834
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Physical Item Circulation (803)	11,795	15,490	15,244	13,843	12,319
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