



# Tulare Library Advisory Board Meeting

Tulare Public Library | 475 North M Street | Tulare, CA  
**December 11, 2019, at 4:00pm | TPL Charter Room**

**Facilitator:** Lisa Hollingshead | **Minutes:** Melissa Emerson

**Attendees:** Lisa Hollingshead; Ellen Baker; Michelle Lippincott; Donna Schauland; Peggy DeMuth; Craig Miller; Heidi Clark; Melissa Emerson; Mollie Roache; Carol Lovos; Crystal Franco-Bourez; Stephanie Gutierrez

**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

## Agenda

Topic	Speaker	Time
I. CALL TO ORDER	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.	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.	Lisa Hollingshead	2
IV. ITEMS OF STUDENT INTEREST	Crystal & Stephanie	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"> <li>• Approval of Minutes – October 16, 2019</li> <li>• Policy approval-donations</li> </ul>	Lisa Hollingshead	2
VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS	Lisa Hollingshead	2
VII. GENERAL BUSINESS <ul style="list-style-type: none"> <li>• Community Services updates:</li> <li>• Snapshot of Stats &amp; Library Updates</li> <li>• Programs &amp; Outreach (VRC, COHS graduation, Night @the Library, staffing, etc.)</li> <li>• Presentation &amp; Discussion (Edge &amp; Data)</li> <li>• Suggestions from the Board</li> </ul>	Lisa Hollingshead  Craig Miller Heidi Clark Library Staff  Board Members	3  10 10 10
VIII. ITEMS OF BOARD MEMBER INTEREST	Lisa Hollingshead	2
IX. SET DATE AND TIME OF NEXT MEETING <ul style="list-style-type: none"> <li>• January 15, 2020 at 4pm</li> </ul>	Lisa Hollingshead	2
X. ADJOURNMENT	Lisa Hollingshead	1
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## Snapshot of Stats

Library Statistics 2019	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov
Library visits / Door count (801)	11,669	12,424	11,376	11,333	9,557
New cards	335	262	415	282	193
Reference question (802)	1,418	1,775	1,441	1,055	886
Passports (Applications Accepted)	100	154	122	136	109
<b>Children's Programs (824) TOTAL</b>	17	18	21	20	14
<b>Children's Program Attendance (825) TOTAL</b>	333	355	744	874	394
Adult Programs(820)	15	14	10	13	14
Adult Program Attendance (821)	236	116	83	274	194
Job Now & Vet Now Databases	32	73	100	81	169
E-Book Users	1,136	1,178	2,904	1,054	1,020
<b>TOTAL VOLUNTEER HOURS</b>	629	914	854	1006.5	1005
<b>Total Circulation (810)</b>	16,342	14,024	15,255	15,643	13,675