



Tulare Library Advisory Board Meeting

Tulare Public Library | 475 North M Street | Tulare, CA
July 21, 2021, at 4:00pm | Tulare Public Library Charter Rm

Facilitator: Lisa Hollingshead | **Minutes:** Mollie Roache

Attendees: Lisa Hollingshead; Ellen Baker; Michelle Lippincott; Donna Schauland; Peggy DeMuth; Jason Glick; Heidi Clark; Melissa Emerson; Mollie Roache; Carol Lovos

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 4:03 PM	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 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 – June 16, 2021 – Motion to approve by Board Member Lippincott, Second by Board Member Schauland, passed unanimously. • 	Lisa Hollingshead	2
VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS	Lisa Hollingshead	2
VII. GENERAL BUSINESS <ul style="list-style-type: none"> • Community Services updates: • Library Updates (Library reopening 75% update; seasonal hires; review of stats.; tech grants; FOL safety update; etc.) None	Lisa Hollingshead Heidi Clark Library Staff Board Members	3 10 10 10
<i>Plan to reopen to 75% capacity on August 3rd and 100% in October. This will only really affect the number of available computers and chairs as most services are already available. The current numbers are just now hitting the 25% capacity. Library staff agreed it is starting to feel like pre-pandemic busyness. Holds are staying consistent, but items checked out from the building have gone up significantly. All book drops are open, and the library is no longer quarantining material.</i>		

Volunteers are still not back as the library is currently focused on training 4 new seasonal staff. New plan for volunteers is for them to expand and support what the library can do. They will no longer be assigned to essential tasks like check in.

Currently offering limited in person program such as Story Time. Office Trivia will be held in the Council Chambers Saturday, July 24th at 2:00 pm.

Manager Clark gave an update on technology grants. The library has received a State grant for chromebooks, laptops and wifi hotspots which will be available for checkout. Currently working on federal grant for more laptops. Board members expressed concern about potential loss of laptops and tech material if they are available to take outside the library. Current laptops are only available for checkout in the building. Other discussion centered around ages eligible for laptop checkout and which groups have greater need. Manager Clark will draft a new policy and will present it to the board with all details in the next couple months.

Librarian Roache provided an update on Friend of the Library Book Sale Safety. A Cart fell over in May which brought up safety concerns. Since then Librarian Roache has been working with the Friends group and the city safety officer, Manny Correa, to discuss storage, city safety standards and create clear boundaries for everyone to follow. In researching this issue, the library has recognized some of its own storage issues and is working to reduce overall inventory to comply with safety standards. The suggestion was made to increase the number of sales, however Librarian Emerson pointed out that would severely limit kids programming which uses the same space.

- Programs & Outreach (Outreach flyer; SRP wrap-up; National Night Out; etc.)

The Adult Services team with Librarian Lovos put together a brochure of basic library information and programs which will be distributed in 800 backpacks the Downtown association giving away. The library will also hand them out at the National Night Out event hosted by Tulare PD.

Summer Reading Update

125 Kickoff Bags given out in lieu of an in person kickoff event

400 Print Logs handed out

93 Print Logs returned

Online reading logs surpassed last years – numbers still being calculated.

The community read over 1,800 books as part of the program and 70 book reviews were posted on the Beanstack app (online SRP program)!

Librarian Emerson commented she was happy to be able to hand out little duckies as prizes as it is a good motivator for the younger kids.

- Suggestions from the Board

<p><i>Board interested in Nigh at the Library? Is the Foundation putting it on? No word yet, but Manager Clark will send any information she receives from the Foundation.</i></p> <p><i>Board Member Hollingshead asked Librarian Lovos to talk about her book giveaways. The library has bags of free large type books to give away to seniors in order to promote the Homebound Services Pilot program. The pilot program ends in October. At that time, the library will review the feedback and decide what the next steps look like.</i></p>		
<p>IX. SET DATE AND TIME OF NEXT MEETING</p> <ul style="list-style-type: none"> • August 18, 2021 at 4pm Charter Room 	Lisa Hollingshead	2
<p>X. ADJOURNMENT</p> <p>4:35 pm</p>	Lisa Hollingshead	1
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