



Tulare Library Advisory Board Meeting

Tulare Public Library | 475 North M Street | Tulare, CA
October 20, 2021, at 4:00pm | Tulare Public Library Charter Rm

Facilitator: Lisa Hollingshead Minutes: Melissa Emerson		
Attendees: Lisa Hollingshead; Ellen Baker; Michelle Lippincott; Donna Schauland; Peggy DeMuth; Jason Glick; Heidi Clark; Melissa Emerson; Mollie Roache; Carol Lovos; Rosemary Navarro		
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 4:00pm	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 –September 22, 2021 <ul style="list-style-type: none"> ○ Motion by Board Member Lippincott; second by Board Member Schauland. All approved. • Privacy Policy: Manager Clark had the City Attorney review the policy. He suggested in Parent/Guardian section that the word “written” be added to “request.” <ul style="list-style-type: none"> ○ Motion by Board Member Schauland; second by Board Member Lippincott. Approved. • Checkout Policy: Change to Library Use Only policy. Users may now owe fines up to \$10, as with other check-out services. <ul style="list-style-type: none"> ○ Motion by Board Member Schauland; second by Board Member Lippincott. Approved. • Rules of Conduct: Added to no “eating, smoking, or bathing in the library” the items “chewing tobacco or e-cigarettes.” <ul style="list-style-type: none"> ○ Motion by Board Member Schauland; second by Board Member Lippincott. Approved. 	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: <ul style="list-style-type: none"> ○ Director Glick reported that the "Food for Fines" program passed City Council. Also passed was the Master Plan Needs Assessment for Parks & Rec. ○ Board Member Lippincott mentioned that the J Street Pedestrian Overpass has been vandalized and has several transients living there. <ul style="list-style-type: none"> ▪ Director Glick responded that since the City doesn't have an overnight shelter, they can't be asked to move. The exception is when the park or public area needs to be cleaned. ○ New Park Ranger position has started and is assigned to Parks and Trails. Oversees the maintenance/cleaning as well. • Library Updates (Stats; etc.): Manager Clark reported that the door count for the Library building was averaged for this month. <ul style="list-style-type: none"> ○ Staff Introduction: Senior Library Assistant Rosemary Navarro. Works on Adult Services team and focuses on Senior Citizen programs. So far all programs have been virtual, but would like to plan an in-person Zumba session. • Programs & Outreach (Passport Fair; Spooktacular; VRC info; COHS graduation; etc.) <ul style="list-style-type: none"> ○ Passport Fair: Manager Clark shared that 60 passport applications were processed that day. ○ Spooktacular Carnival & Food Truck Festival on 10/23: Librarian Lovos has contacted local food vendors to be here 10am-2pm. City Organizations will also have info and game booths. Librarian Emerson shared that the inside Carnival games will run from 11am-1pm. ○ Librarian Lovos, Adult Services Programs: <ul style="list-style-type: none"> ▪ Author Panel will be 11/4: featuring 3 local authors who will share info on how to get a book published. ▪ VRC Ornament Giveaway: funded by Veterans Connect, in honor of Veterans Day. ▪ Master Gardeners have had us host Zoom programs with them. ▪ COHS (Career Online High School) Graduation: Three graduates; two attending the ceremony/reception which will be held in the Chambers on 10/29. ○ Librarian Roache, Survey & Volunteers: <ul style="list-style-type: none"> ▪ Two volunteers restarting our program. All applicants will be interviewed before starting fingerprint 	<p>Lisa Hollingshead Jason Glick Heidi Clark Library Staff Board Members</p>	<p>3 10 10 10</p>
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	<p><i>process to make sure they are a good fit. Currently are shelving books only but may add tech assistance.</i></p> <ul style="list-style-type: none"> ▪ <i>September Survey Results: 113 were submitted, 2 in Spanish. The majority reported that what they like best about TPL is the material collection.</i> <ul style="list-style-type: none"> • <i>Suggestions from the Board</i> <ul style="list-style-type: none"> ○ <i>Board Member Lippincott asked about starting a writing group for Senior Citizens. Manager Clark said that the community used to have one (Down Memory Lane). Could be a possibility in future.</i> 		
VIII.	ITEMS OF BOARD MEMBER INTEREST	Lisa Hollingshead	2
IX.	SET DATE AND TIME OF NEXT MEETING <ul style="list-style-type: none"> • November 17, 2021 at 4pm Charter Room 	Lisa Hollingshead	2
X.	ADJOURNMENT 4:35pm	Lisa Hollingshead	1
			53