



Tulare Library Advisory Board Meeting

Tulare Public Library | 475 North M Street | Tulare, CA
May 15, 2024, at 4:00pm | Tulare Public Library Charter Rm

Facilitator: Lisa Hollingshead | **Minutes:** Maria Marquez

Attendees: Lisa Hollingshead; Ellen Baker; Donna Schauland; Peggy DeMuth; Tony Rodriguez; Brian Beck; Heidi Clark; Melissa Emerson; Maria Marquez; Sheri Haveman

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. 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 –April 17, 2024 • 	Lisa Hollingshead	2
V. SCHEDULED CITIZEN OR GROUP PRESENTATIONS	Lisa Hollingshead	2
VI. GENERAL BUSINESS: <ul style="list-style-type: none"> • Community Services updates: • Library Updates (Stats; Passports; Staffing; etc.) • Programs & Outreach (SRP; VRC; COHS; ZIP; etc.) • Suggestions from the Board 	Lisa Hollingshead Brian Beck Library Staff Library Staff Board Members	3 10 10 10
VII. ITEMS OF BOARD MEMBER INTEREST	Lisa Hollingshead	2
VIII. SET DATE AND TIME OF NEXT MEETING <ul style="list-style-type: none"> • June 19, 2024 	Lisa Hollingshead	2
IX. ADJOURNMENT	Lisa Hollingshead	1
		53



Tulare Library Advisory Board Meeting

Tulare Public Library | 475 North M Street | Tulare, CA
April 17, 2024, at 4:00pm | Tulare Public Library Charter Rm

Facilitator: Lisa Hollingshead | **Minutes:** Sheri Haveman

Attendees: Lisa Hollingshead; Ellen Baker; Donna Schauland; Peggy DeMuth; Tony Rodriguez; Brian Beck; Heidi Clark; Melissa Emerson; Maria Marquez; Sheri Haveman

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 4:04 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.	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	N/A	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 –March 20, 2024 Member De Muth motioned that the minutes be approved: Board Member Rodriguez seconded. Motion passed.	Lisa Hollingshead	2
VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS	Lisa Hollingshead	2
VII. GENERAL BUSINESS: <ul style="list-style-type: none"> • Community Services updates: Brian Beck, Assistant Community Services Director, <ul style="list-style-type: none"> - reported on Zumalt progress: amphitheater face towards Kern, with screen coming down, Splash Pad, Tot Park, Food vendors can drive into park, streets will be closed for parking, all events at night or weekends. -Also, putting solar panels and LED lights on all buildings in the city: Will mostly affect staff parking, takes 2-3 weeks, Maria suggested a sign on the door notify patrons <ul style="list-style-type: none"> • Library Updates (Stats; Passports; Staffing; etc.) Librarian Manager Clark reported stats look good. <ul style="list-style-type: none"> • Programs & Outreach (Garden Festival; VRC; COHS; ZIP; etc.) Librarian Marquez reported 366 people attended the Garden Festival and 300 solar glasses were given to patrons. Master Gardeners worked with the event and Kettle Queen was present. Adult services in	3 10 10 10	

<p>connection with Youth (Librarian Emerson) had 10 families and 26 people attend the freezer Jam event. There also are plans for a Fabric Dye Class, a House Plant Swap and Propagation class, and Kiwanis has paid for another year of the move license.</p> <p>Librarian Haveman reported on two new hires. Library Manager Clark explained the DOR program.</p> <p>Librarian Marquez shared that the app is back.</p> <p>Librarian Emerson is working on Summer Reading Program.</p> <p>Question was raised about online high school. Busy at start of year, 6 scholarships given.</p> <ul style="list-style-type: none"> • Suggestions from the Board 		
<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"> • May 15, 2024 	<p>Lisa Hollingshead</p>	<p>2</p>
<p>X. ADJOURNMENT 4:24 pm</p>	<p>Lisa Hollingshead</p>	<p>1</p>
		<p>*53</p>

Library Statistics 2023-2024

29-Feb 30-
Mar 30-Apr

General Public Services

Library Visits / Door Count (7.2)	7,696	7,878	7,543
New Library Cards	238	340	203
New Library Card Self Registration	19	26	30
Reference Questions (7.3)	1,083	1,256	1,158
Passports (Applications Accepted)	107	121	87
Genealogy Patrons	33	36	17
Veterans Resource Center Visits	40	35	45

TOTAL Children's Programs (7.14)	9	11	7
TOTAL Children's Program Attendance (7.15)	285	338	167
Adult Programs (7.18)	10	8	11
Adult Program Attendance (7.19)	149	129	459
TOTAL Offsite Programs (7.20)	0	1	1
TOTAL Offsite Program Attendance (7.21)	0	150	141
TOTAL # of Programs (7.22)	19	20	19
TOTAL Program Attendance (7.23)	434	617	767

Technology and Marketing

Public Computer Uses (# of Sessions) (7.25)	1,156	1,126	972
Virtual Visits to the Library Website (7.26)	6,143	5,492	5,181
Wireless Sessions (WiFi) (7.27)	777	814	798
Career Online High School (Self Assessments)	3	6	5

Volunteer Hours

General Volunteers	24	26	36
Friends of the Library (Includes All Committee Work)	9	106.75	117.75
Genealogy	193	166.5	151
Total Volunteer Hours	226	299.25	304.75

Third Party Paid Positions

Veterans Resource Center: Work-Study	54.5	51	75
--------------------------------------	------	----	----

Circulation

Total Circulation (7.10)	9,337	9,830	9,829
TPL Zip Books	31	52	85