



Tulare Library Advisory Board Meeting

Tulare Public Library | 475 North M Street | Tulare, CA

November 20, 2024, at 4:00pm | Tulare Public Library Charter Rm

Facilitator: Lisa Hollingshead Minutes: Sarah Fly		
Attendees: Lisa Hollingshead; Ellen Baker; Bonnie Thiele; Peggy DeMuth; Tony Rodriguez; Brian Beck; Heidi Clark; Melissa Emerson; Sheri Haveman, Sarah Fly		
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 –October 16, 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; Staffing; etc.) • Programs & Outreach (VRC; COHS; ZIP Books; upcoming special programs; 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"> • December 18, 2024 	Lisa Hollingshead	2
IX. ADJOURNMENT	Lisa Hollingshead	1
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October 16, 2024, at 4:00pm | Tulare Public Library Charter Rm

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Attendees: Lisa Hollingshead ; Ellen Baker; Bonnie Thiele; Peggy DeMuth; Tony Rodriguez; Brian Beck ; Heidi Clark; Melissa Emerson; Sheri Haveman, Sarah Fly		
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 4:02 pm	Ellen Baker	2
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I. 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 the Board. None	Ellen Baker	2
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 18, 2024 Board Member DeMuth motioned for the minutes to be approved. Board Member Rodriguez seconded. Motion passed. Approve holiday hours (5pm closing Wednesday before Thanksgiving) Board Member Rodriques motioned. Board Member Theile seconded. Motion Passed. 	Ellen Baker	2
V. SCHEDULED CITIZEN OR GROUP PRESENTATIONS	Ellen Baker	2
I. GENERAL BUSINESS: <ul style="list-style-type: none"> Community Services updates: Heidi reported on behalf of Brian that Zumwalt Park is in the final stages of preparing for concerts. Dog park is under construction after official ground-breaking. Library Updates (Stats; Staffing; etc.) Library Manager Clark shared that stats were lower over all, but higher in some areas. Most numbers are steady. Library Updates (Stats; Staffing; etc.) Library Manager Clark reported that spooktacular was fabulous. 328 people in 2 hours. Several groups had tables out front. 	Ellen Baker Library Staff Library Staff	3 10 10 10

<ul style="list-style-type: none"> • Double feature movie night coming up on 27th. Monster House and Frankenweenie. • This weekend is the pumpkin succulent class. Overwhelming positive response. • Bath Bomb class tomorrow. Also full. • Signups draw more interest, and a take away increases participation. • Zip Books are back with an increase in grant money. Large interest initially. • Suggestions from the Board 		
<p>I.ITEMS OF BOARD MEMBER INTEREST</p> <p>Question regarding Night at the Library. It will be a "no-show," this year while asking for donations, but not an event. Desire is to recruit new members to have a successful event next year. Can we promote on social media?</p> <p>Question about reinstating Teens on Board which was a Parks and Rec program. How do we get more people willing to be involved in community activities</p> <p>Could we go through COS professors who would require a service component?</p> <p>Not an easy answer to address the shift in our society.</p>	Ellen Baker	2
<p>I.SET DATE AND TIME OF NEXT MEETING</p> <ul style="list-style-type: none"> • November 20, 2024 4 p.m. 	Ellen Baker	2
<p>K.ADJOURNMENT 4:29 p.m.</p>	Ellen Baker	1
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Stats for November Library Advisory Board Meeting

Library Statistics 2024-2025

31-Jul 31-Aug 28-Sep 31-Oct

General Public Services

Library Visits / Door Count (7.2)	7,750	7,554	6,685	8,411
New Library Cards	287	268	322	322
Reference Questions (7.3)	1,195	1,073	969	1,146

Programs (Enter program info into Adult and Children's tabs only, this section is set up with formulas to pull those numbers.)

TOTAL Children's Programs (7.14)	10	7	9	12
TOTAL Children's Program Attendance (7.15)	324	95	241	682
Adult Programs (7.18)	10	6	8	8
Adult Program Attendance (7.19)	135	82	76	151
TOTAL # of Programs (7.22)	20	13	17	20
TOTAL Program Attendance (7.23)	459	177	317	983

Technology and Marketing

Virtual Visits to the Library Website (7.26)	5,611	5,333	4,929	5,156
Wireless Sessions (WiFi) (7.27)	630	805	700	851
Facebook (Engagements Only)	520	284	688	1,097
Kanopy (Plays)	N/A	8	5	22
Kanopy (New User Accounts)	N/A	N/A	17	12
Kanopy (Visits)	N/A	253	355	397
Total Database Usage	396	1153	1194	0
Career Online High School (Self Assesments)	5	3	4	5
Career Online High School New Enrollments	N/A	2	N/A	2

Volunteer Hours

Total Volunteer Hours	159	356.2	274	361
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Third Party Paid Positions

Veterans Resource Center: Work-Study	149	0	134.5	92.5
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Circulation

Total Circulation (7.10)	11,786	10,112	8,746	10,010
TPL Study Room CKOs	133	144	149	159
TPL Laptop CKOs	32	29	36	55
TPL Zip Books (Circulated)	47	59	43	77
TPL Zip Books Requests	0	0	0	34