



Tulare Library Advisory Board Meeting Minutes

Tulare Public Library | 475 North M Street | Tulare, CA
August 16, 2017, at 4:00pm | TPL Charter Room

Facilitator: Lisa Hollingshead Minutes: Melissa Emerson		
Attendees: Lisa Hollingshead; Michelle Lippincott; Terry Sayre; Donna Schauland; Heidi Clark; and Melissa Emerson		
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 called the meeting to order at 4:10pm	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 New Teens on Board Members will be chosen soon		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 21, 2017 Minutes unable to be approved because only one member present today attended the June 21st meeting. • Revisit possibility of 3 day weekends for City holidays Jane suggested that the Library would be closed Saturday for the Monday City Holidays that fall into the same pay period, and Tuesdays for the Monday City Holidays that would be in the same pay period. Michelle motioned that this should be approved and Lisa seconded. 	Lisa Hollingshead	2
VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS None	Lisa Hollingshead	2
VII. GENERAL BUSINESS <ul style="list-style-type: none"> • Community Services updates Heidi: We had 9 candidates for the Library position. Because of this number, we will be able to conduct the interviews ourselves and not use an outside panel. 	Lisa Hollingshead Rob Hunt	3 10

<ul style="list-style-type: none"> Snapshot of Stats & Library Updates <p>Heidi noted that July's stats are lower than June and Melissa added that the June events such as the SRP Kickoff are high numbers. We also saw several new families during the summer activities.</p> <ul style="list-style-type: none"> Programs & Outreach (COHS graduation; Night @ the Library; Read to Ride; National Library Card Sign-up Mo.) <p>Heidi: Upcoming musical program "The Kilted Man". He had performed at the old library location as part of a duo.</p> <p>Jane: Career Online High School will have a few students graduating in a few months. We would like to hold some kind of graduation ceremony/party for them and their families. Could possibly ask a City Council member to speak and hold the event in November.</p> <p>Jill Worley: Night at the Library. Can still ask for sponsorships. Have posters and Save the Date cards to distribute. Tickets can be purchased at the Tulare Rosa's Ristorante and the Genealogy Room in the Library. The tickets also have stubs that will be put in a raffle. All books have sponsors and decorators, but others can sponsor and either have their name added to a specific book or just the event in general. For the "Outlaws of Tulare County" book, the author is a local person and will be present at the event.</p> <ul style="list-style-type: none"> Suggestions from the Board 	Heidi Clark	10
	Library Staff	10
	Board Members	
VIII. ITEMS OF BOARD MEMBER INTEREST	Lisa Hollingshead	2
IX. SET DATE AND TIME OF NEXT MEETING <ul style="list-style-type: none"> September 20, 2017, at 4pm 	Lisa Hollingshead	2
X. ADJOURNMENT 4:50	Lisa Hollingshead	1
		53

Snapshot of Stats

Library Monthly Report: 2017 May - June			
Group Title	Activity / Program	2017 June	2017 July
SNAPSHOT OF STATS			
General Library Services <small>*Open 43 Hours a Week *Tue.-Fri. 10am-7pm & Sat. 10am-5pm (Closed for Thanksgiving; Christmas Eve; Christmas; New Year's Eve; and, New Year's Day)</small>	Public Services (Door Count; Items Circulated; New cards; Passports; Ref. Queries, etc.)	40,082	35,785
	Internet Services (Ebook; FB; JobNow; Computer Users; Virtual Visits; etc.)	12,471	11,658
	Volunteer Services (Book Wranglers; Homework Help; Friends of the Tulare Public Library; Tulare Library Foundation; Sequoia Genealogical Society; Teen Advisory Board; Library Advisory Board; Friends; and, Veterans Resource Center; etc.)	1,082	1,030
	Total	53,635	48,473
Adult Services	Programs / Activities	175	161
	Special Events / Outreach Attendance	188	137
	Total	363	298
Youth Services	Programs / Activities	154	239
	Special Events / Outreach Attendance	1,163	236
	Total	1,317	475
Total Library Services		55,315	49,246