



Tulare Library Advisory Board Meeting

Tulare Public Library | 475 North M Street | Tulare, CA
September 20, 2017, at 4:00pm | TPL Charter Room

Facilitator: Lisa Hollingshead Minutes: Jane Zikratch		
Attendees: Lisa Hollingshead; Michelle Lippincott; Terry Sayre; Alejandra Alfaro; Alexandra Arroyo; Rob Hunt; Heidi Clark; Melissa Emerson; Sarah Fly; and, Jane Zikratch		
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		
Minutes		
Topic	Speaker	Time
I. CALL TO ORDER Lisa called the meeting to order at 4:05pm. Heidi showed the "Connections" video.	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 <ul style="list-style-type: none"> • Meet our new Teens on Board Alejandra and Alexandra are both from Tulare Union. They also both love books. Alexandra has already committed to being on the Library's Teen Advisory Board. Each staff and board member introduced themselves to the teens.	Alejandra Alfaro Alexandra Arroyo Anthony Galindo- absent	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 – August 16, 2017 Motion by Michelle and seconded by Terry.	Lisa Hollingshead	2
VI. SCHEDULED CITIZEN OR GROUP PRESENTATIONS	Lisa Hollingshead	2
VII. GENERAL BUSINESS <ul style="list-style-type: none"> • Community Services updates Rob shared that the Library Foundation donated \$30,000 to the building fund at the City Council Meeting. In all they have given \$450,000 towards their pledge of one million. <ul style="list-style-type: none"> • Update on new Librarian Heidi said that the new Librarian has been selected, and we are waiting for HR to finish their process. <ul style="list-style-type: none"> • Snapshot of Stats & Library Updates, Articles August stats were up from July in all areas—Adult, Youth and General Services. Heidi announced that the newspaper dropped the Library column. Rob said that they did the same for the Senior Center. He feels like Parks and Rec may be next. He	Lisa Hollingshead Rob Hunt Heidi Clark Library Staff Board Members	3 10 10 10

	<p>thought it might be a good idea to let City Council know. We will explore an online or email newsletter.</p> <ul style="list-style-type: none"> Amended room rental policy <p>Copies of the amended Library Meeting Rooms—Application for Use was distributed. There was a motion to approve, seconded and approved unanimously. Rob said that City Hall was considering having a separate policy for the City Council Chambers.</p> <p>Rob asked about movie attendance in the Council Chambers. Kids do it the first Saturday because the other rooms are busy. It is supervised. On Wednesdays, the group from across the street comes. It averages 30+ people, and is also supervised. The FOL just renewed the movie license.</p> <ul style="list-style-type: none"> Programs & Outreach (Night @ the Library; National Library Card Sign-up Mo., Class Tours, Homework Help, Spooktacular, Job Fair) <p>Banned Book Week is coming. Will promote after N@L.</p> <p>September started class tours and homework help.</p> <p>Read to Ride at the Fair was less popular this year, perhaps because it only applied to Thursday.</p> <p>The VRC had a table at the Fair for Vets Appreciation Day. Jane is doing new outreach on the Leadership Tulare Steering Committee. She also gave a presentation about TPL to the Tulare Kings Hispanic Chamber of Commerce.</p> <ul style="list-style-type: none"> Suggestions from the Board 		
VIII.	ITEMS OF BOARD MEMBER INTEREST	Lisa Hollingshead	2
IX.	SET DATE AND TIME OF NEXT MEETING <ul style="list-style-type: none"> October 18, 2017, at 4pm Terry won't be able to attend. 	Lisa Hollingshead	2
X.	ADJOURNMENT 4:40pm	Lisa Hollingshead	1
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Snapshot of Stats

Library Monthly Report: 2017 July - August			
Group Title	Activity / Program	2017 July	2017 Aug
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;	35,785	36,695
	Internet Services (Ebook; FB; JobNow; Computer Users; Virtual Visits; etc.)	11,658	12,846
	Volunteer Services	1,030	1,109
	Total	48,473	50,650
Adult Services	Programs / Activities	161	121
	Special Events / Outreach Attendance	137	207
	Total	298	328
Youth Services	Programs / Activities	239	284
	Special Events / Outreach Attendance	236	29
	Total	475	313
Total Library Services		49,246	51,291